

GREENSVILLE COUNTY BOARD OF SUPERVISORS
AGENDA – MONDAY, NOVEMBER 4, 2019
5:00 P.M. – CLOSED SESSION
6:00 P.M. - REGULAR SESSION

- | <u>ITEM NO.</u> | <u>DESCRIPTION</u> |
|-----------------|--|
| I. | <u>CALL TO ORDER</u> – 5:00 P.M. |
| II. | <u>CLOSED SESSION</u> - Section 2.2-3711 (a) 1) Personnel, 3, Acquisition and Disposition of Real Property, 5) Business and/or Industry and 7) Legal Matters |
| | A. Personnel Matters |
| | B. Disposition of Real Property Matters |
| | C. Business and or/ Industry Matters |
| | D. Legal Matters |
| III. | <u>RETURN TO REGULAR SESSION</u> |
| IV. | <u>CERTIFICATION OF CLOSED MEETING</u> - Resolution #20-46 |
| V. | <u>APPROVAL OF AGENDA</u> |
| VI. | <u>APPROVAL OF CONSENT AGENDA</u> |
| | A. Approval of Minutes – See Attachment – <u>H.</u> |
| | B. Budgetary Matters – See Attachment – <u>I.</u> |
| | C. Warrants – See Attachment – <u>J.</u> |
| | D. Resolution#20-53 - Personnel Matters Resulting from Closed Session |
| VII. | <u>PUBLIC HEARING</u> – None |
| VIII. | <u>ITEMS WITH APPOINTMENTS</u> – 6:00 P.M. |
| | A. Mr. David Lipscomb and Mr. John Lee with Mecklenburg Electric Company will be present regarding broadband service. |

IX. CITIZENS COMMENTS

X. OTHER MATTERS

- A. Washington Park, Phase VI CDBG Pre-Contract Activities – See Attachment – K.
- B. Adoption of Resolution #20-52 – Committing Additional Local Funds and In-Kind Matching Funds – See Attachment – L.
- C. Street Light Requests – See Attachments – M & N.
- D. Boards and Commissions Appointments

XI. MISCELLANEOUS MATTERS

- A. Staff Work Programs
- B. Staff Meeting Minutes

XII. ADJOURNMENT

At the Regular Meeting, of the Greenville County Board of Supervisors, held on Monday, October 21, 2019, with Closed Session being held at 5:00 P.M. and Regular Session being held at 6:00 P.M., in the Board Room of the Greenville County Government Building, 1781 Greenville County Circle, Emporia, Virginia.

Present: Michael W. Ferguson, Chairman
Raymond L. Bryant, Jr., Vice-Chairman
Tony M. Conwell
William B. Cain

Chairman Ferguson called the meeting to order at 5:00 P.M.

In Re: Closed Session

Mrs. Parson, County Administrator, stated that Staff recommended the Board go into Closed Session, Section 2.2-3711 (a) 1) Personnel, 3) Acquisition/Disposition of Real Property, 5) Business and/or Industry and 7) Legal Matters.

Supervisor Conwell moved, seconded by Supervisor Bryant, to go into Closed Session, as recommended by Staff. Voting aye: Supervisors Bryant, Cain, Conwell and Chairman Ferguson.

In Re: Regular Session

Mrs. Parson stated that Staff recommended the Board of Supervisors return to Regular Session.

Supervisor Conwell moved, seconded by Supervisor Bryant, to go into Regular Session. Voting aye: Supervisors Bryant, Cain, Conwell, and Chairman Ferguson.

In Re: Certification of Closed Meeting – Resolution #20-41

Supervisor Conwell moved, seconded by Supervisor Bryant, to adopt the following Resolution. A roll call vote was taken, as follows: Supervisor Bryant, aye; Supervisor Cain, aye; Supervisor Conwell, aye and Chairman Ferguson, aye.

**RESOLUTION #20-41
CERTIFICATION OF CLOSED MEETING**

WHEREAS, the Greenville County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Greenville County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE, BE IT RESOLVED that the Greenville County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Greenville County Board of Supervisors.

In Re: Approval of Agenda

Mrs. Parson stated that Staff recommended the Board of Supervisors approve the Agenda with no added items.

Supervisor Bryant moved, seconded by Supervisor Conwell, to approve the agenda as submitted. Voting aye: Supervisors Bryant, Cain, Conwell and Chairman Ferguson.

In Re: Consent Agenda

Mrs. Parson stated that Staff recommended approval of the Consent Agenda consisting of the following: Supervisor Bryant moved, seconded by Supervisor Conwell, to approve the Consent Agenda with a change in the meeting date of the minutes from October 8, 2019 to October 7, 2019. Voting aye: Supervisors Bryant, Cain, Conwell and Chairman Ferguson.

Minutes of October 7, 2019.

Budgetary Matters consisting of the following: Fund #001 – Journal Voucher #19, in the amount of \$99.00 and Budget Amendment Resolution #20-42, in the amount of \$240.21; Fund #012 – Budget Amendment Resolution #20-43, in the amount of \$180.00; Fund #013 – Budget Amendment Resolution #20-44, in the amount of \$127.00 and Fund #075 and #001 – Journal Voucher #20, in the amount of \$722.00, all of which are incorporated herein by reference.

Warrants:

Approval of Accounts Payable for October 21, 2019, in the amount of, \$327,269.77.

In Re: Public Hearing

Mrs. Parson stated that Staff recommended the Board of Supervisors go into Public Hearing to solicit public comments regarding the Comprehensive Plan Amendments Related to Solar and ZAT-2-19 – Amendments to the Zoning Ordinance Related to Solar.

Supervisor Bryant moved, seconded by Supervisor Conwell, to go into Public Hearing. Voting aye: Supervisors Bryant, Cain, Conwell and Chairman Ferguson.

In Re: Comprehensive Plan Amendments Related to Solar

Mr. Lin Pope addressed the Board of Supervisors stating that on August 19, 2019, the Board was given a draft copy of proposed amendments to the Comprehensive Plan as it related to solar. He stated that at that meeting, the Planning Commission conducted a public hearing to get public input on those proposed changes to the Comprehensive Plan. He also stated that amendments recommended by the Planning Commission were located in the agenda package with a few recommended changes as follows:

- Utility Scale Solar Facilities –Instead of 65% Panel coverage, the Planning Commission was recommending 75% panel coverage.
- Original draft stated no solar facilities within two (2) miles of existing or permitted solar facilities and the Planning Commission was recommending 1.5 miles from existing or permitted solar facilities.

Mr. Slayton stated that the Statement of Intent was that the Comprehensive Plan was a general statement of the Planning Commission's and the Board of Supervisors' goals for development in the County. He stated that the Comprehensive Plan was general in nature. He also stated that the purpose of the Comprehensive Plan was to guide and accomplish a coordinated, adjusted and harmonious development of the territory which will, in accordance with present and probable future needs and resources, best promote the health, safety, morals, order, convenience, prosperity and general welfare of the inhabitants of the County. Except as provided in Virginia Code § 15.2-2232 or other applicable law, the Comprehensive Plan suggests, but does not mandate, matters addressed in the Comprehensive Plan. He stated that although the Comprehensive Plan may be general in nature, the principles set forth in the

Comprehensive Plan would be afforded due consideration by the Planning Commission and the Board of Supervisors when making land use decisions.

Mr. Pope asked if there were any questions. There were none.

In Re: ZTA-2-19 – Zoning Ordinance Related to Solar

Mr. Pope stated that the amendments of the Zoning Ordinance as it related to solar along with the inclusion of a new article were enclosed and he then reviewed the recommended changes.

- Approve the attached amendments as incorporated herein by reference to Article #4, Article #12 and Article #23 of the Greenville County Zoning Ordinance.
- Adopt a new Article, Article #24, Solar Facilities

Mr. Pope asked if there were any questions. There were none.

Mr. Slayton stated that the Board of Supervisors had also asked him to review the protocol of the Public Hearing as follows:

1. Each speaker will be given three minutes to address the Board. The time limit will be strictly enforced.
2. Each speaker will be signaled when two of the three minutes have elapsed.
3. Each speaker will be signaled when his/her three minutes have elapsed.
4. Each speaker will be permitted to address the Board only once; i.e., the three-minute opportunity to speak cannot be transferred from one speaker to another.
5. Speakers should face the Board and address their comments to the Board and not to others who are present at the meeting. Speakers should not turn to face and address members of the audience.
6. The Board is conducting the public hearing to receive comments from interested parties. Neither the Board nor its staff will respond to questions during the public hearing, and neither the Board nor its staff will engage in a dialogue with speakers.
7. If the public hearing concerns Zoning Ordinance or Comprehensive Plan matters, the Board's decisions will be based on land use principles, so speakers are encouraged to make comments relevant to land use issues.

8. The Board asks that everyone at the public hearing be respectful to the others who are present.

He stated that at the end of the Public Hearing, the Board may discuss what it heard and may also act upon what it heard or it may not.

Chairman Ferguson stated that the Public Hearing was now opened to anyone who wished to speak and to come forward and state their name for the record.

In Re: Ms. Jennifer Sherwood with Clearway Energy

Ms. Sherwood stated that as the Board was aware they had a vested interest in how the County reviewed the applicants for solar projects. She stated that she appreciated the opportunity to address the Board in matters regarding the Comp Plan and Zoning Amendments. She also stated while Clearway understood that the Comp Plan served as guidance, they were concerned with the proposed citing criteria may be utilized in practice; particularly since past decisions specifically cited criteria outlined in the Comp Plan as grounds to approve or deny an applicant. Ms. Sherwood further stated that Clearway had been submitting letters and comments over the last year and as recent as October 17, 2019, as the amendments had been proposed. She stated that Clearway requested reconsideration to include the following proposed criteria that was outlined in their October 17th letter provided to the County for review.

- Omitting the Comp Plan proposal for utility scale projects to be located greater than 1.5 miles from previous permitted projects or within one mile of existing transmissions.
- If the guidelines were to be included, Clearway requested including specific language that stated citing criteria were intended to serve as guidelines for consideration giving project characteristics and mitigation measures as a whole.
- Include language to allow an applicant and landowner an opportunity to demonstrate compliance with citing criteria by showing either compliance with the citing criteria had been met and implementing mitigation measures to offset impacts if it were determined that the project was not in accords and demonstrating lack of impacts.
- Clarification to the extent which impacted wetlands must be avoided and included language that specified wetlands should be avoided where possible, or if not, avoided appropriately, permitted or mitigated since there were state and federal statutes that protected such features.

Ms. Sherwood stated that Clearway respectfully asked that the Board consider the comments when making a decision tonight.

In Re: Mr. Samuel Gulland, Development Manager of Torch Clean Energy

Mr. Gulland thanked the Board for allowing him to speak and for the good work on the solar regulations. He stated that his comments were focused on two sections of the Comprehensive Plan's language and the language for decommissioning. He also stated that on the Comprehensive Plan changes starting with the PV coverage that was proposed to be maxed at 75%. He further stated that his company actually built a project that used 90% of the land for solar and he did not understand the purpose of limiting the amount of land that could be used for a project. Mr. Gulland stated regarding the decommissioning section, he thought it was well written and appreciated that the decommissioning security kicked in at the time of building permit. He also stated however, requiring the decommissioning cost in escrow was not reasonable. He further stated a letter of credit was commonly used in construction projects which made way for a developer to reduce the cost while providing the necessary security to the County. Mr. Gulland stated that he believed at the end of that section, it specified that a letter of credit or something similar, could be used by the County and proposed that the language be included in the beginning and not as a possible alternative. He stated that requiring cash in an escrow for decommissioning would be too great of a burden and the project would never be built. He then stated regarding decommissioning, he could understand the concern about using salvage costs and not being sure of what the costs would be in the future; however, a big part of those costs were steel, copper and silicone that could be contributed to the decommissioning cost to an extent. He stated that other companies had used 70% - 80%.

In Re: Mrs. Sheila Ferguson, 1570 Brink Road, Emporia, VA 23847

Mrs. Ferguson addressed the Board stating that she had emailed each member a letter yesterday and hoped they had a chance to read it. She also read the letter out loud for the purpose of informing the public. She then requested that the Board reconsider the Berkley Group's proposed changed recommendations and delete the five following recommendations from the final changes.

- The total size shall be larger than two (2) acres and less than 1,000 acres with no more than 65% 75% PV panel coverage;
- Located outside growth areas;
- Further than one (1) mile from any village, town, city boundary;
- Further than ~~two~~ (2) one and a half (1.5) miles from other existing or permitted solar facilities;
- Within one (1) mile of electric transmission lines; and

Mrs. Ferguson stated that the stipulations, additional buffers, etc., that were included in the three (3) solar SUP's granted so far seemed to be fair and adequate. She requested that the guidelines not be made so restrictive that future solar companies would possibly not be able to locate in Greenville County. She further stated that the Board already had the authority to approve or disapprove SUP's, why did it need more rules. She then stated whom or what exactly was the Board protecting.

In Re: Mr. Wilson Clary, 405 Laurel Street, Emporia, VA 23847

Mr. Clary stated that one of the things from outside of the scene that people wanted to avoid was not having the appearance of our neighboring state south of us, North Carolina. He stated that with the setbacks of 100', the additional 50' setback and the 100' being in vegetation, certainly helped solve the problem. He also stated that there was one distinct difference between North Carolina and Virginia which was North Carolina seemed to be more pro-landowner rights whereas Virginia seemed to be more of a micro-managed approach. He further stated that the landowners and people involved just wanted a fair manner in which projects could be dealt with. Mr. Clary stated that the citizens would like the Board to approve projects based on their merits and not by numbers. He stated that citizens just wanted fair and good treatment.

In Re: Mr. Jim Ferguson, 1570 Brink Road, Emporia, VA 23847

Mr. Ferguson stated the purpose of the Public Hearing was to listen to what the public had to say and be guided as to the approach to the issues that were being addressed. He stated that most of citizens present that had spoken was opposed to making any changes. He further stated that if the Board listened to the public, it would not make any changes. Mr. Ferguson stated that when the Board returned to public session, discussion should be held so that the public could hear the discussion among them and the decision made.

In Re: Ms. Bell Patterson, Owner of Blake Patterson, LLC.

Ms. Patterson stated that she felt we all agree that we all wanted Greenville County to be prosperous and vibrant. She stated that they all wanted a great economy, great schools and throbbing small and large businesses of all types, predominately in agriculture. She also stated that property owners wanted to utilize their land to serve the community and provide excellent employment for the people. Ms. Patterson further stated that the bottom line was solar was ideal to meet the needs that they had and wanted for the community. She stated that the abrupt halt of moving forward on any new applications for solar and even those that had already been approved

by the Planning Commission, was overly restrictive and impractical. She further stated that it was infringing on landowner rights to use their properties in reasonable, safe ways as they deemed fit for their economics. Ms. Patterson stated that the community had received a bad reputation and it would send developers elsewhere.

In Re: Mr. Clint Slate, 103 Beechtree Lane, Emporia, VA 23847

Mr. Slate stated that he would like to hear the Board talk among themselves and debate the issue out in front of everyone. He stated that everyone could respect the Board's decision if they could hear how the Board derived at the decision.

In Re: Mr. Benny Ligon, 3175 Pine Log Road, Emporia, VA 23847

Mr. Ligon stated that he supported a lot that had been said tonight but also knew that the Board needed some type of mechanism to control the growth that was occurring in the solar industry. He stated that the solar developers did not reside in this area and did not care where the projects were located as long as they were approved. He also stated that he had a lot of concerns relating to the setbacks and that 150' of setback was not substantial; it should be at least 300'. He further stated that he had concerns regarding screening and decommissioning. Mr. Ligon stated that 12,000 people residing in the County should not have to pay for a solar company that may default on decommissioning. He stated that he supported the metrics the Planning Commission recommended.

In Re: Mr. Richard Short, 8678 Purdy Road, Emporia, VA 23847

Mr. Short addressed the Board stating that he felt fully vested in the County and the community as well. He stated that he agreed with all that was said tonight. He also stated that the Authority was constructing a \$1 billion reservoir and applauded the Authority for it. He further stated that the Board had the foresight to look into the future and as an advocate of solar; he was requesting that the Board do the same for the potential solar farms in Greensville County. Mr. Short stated that he agreed with all that was said with the exception of Mr. Ligon's statements and would like for his comment to go on record.

In Re: Mr. Chris Ray, 1749 Orion Road, Jarratt VA 23867

Mr. Ray stated that he agreed with everything stated tonight. He stated that arbitrary numbers should not be used to guide Greenville County moving forward with potential solar projects. He further stated that each project should stand on its own merits and statistics. Mr. Ray stated that he hoped the Board would take his comments into consideration.

In Re: Boyce Adams, 532 Ingleside Avenue and Henrico

Mr. Adams stated that he did not agree with anyone present tonight. He stated that with the Board being elected, it did not give it the right to tell any landowner what to do with their land. He also stated that he did not like any limits being given and not able to get to a place where Greenville County was thriving. He stated that instead of spending hours discussing solar, why not spend hours making the schools better and correcting the water issues, etc. Mr. Adams stated that it was a problem when the government could tell you what you could or could not do with your own land. He then stated that he did not want Greenville County to be the same way and landowners should not be told what to do at all.

In Re: Return to Regular Session

Mrs. Parson stated that Staff recommended the Board of Supervisors return to Regular Session.

Supervisor Bryant moved, seconded by Supervisor Conwell, to return to Regular Session.
Voting aye: Supervisors Bryant, Cain, Conwell and Chairman Ferguson.

In Re: Comprehensive Plan Amendments Related to Solar

Supervisor Conwell stated that he knew there were a lot of discussion around the issue but the Comp Plan was merely a guideline for the Board to follow. He stated he felt the statement needed to be included in the Comp Plan with the language that these were merely guidelines for the Board to follow. He also stated that with the language included, it would give the Board the opportunity to review each project submitted on a case-by-case basis.

Supervisor Cain stated that the Comp Plan was a guideline. He stated that the Board would definitely have to have some guidelines to go by as they reviewed each project. He further stated that he would like to make sure that the Board was looking out for its neighbors and quoted a passage by Dr. Rymes from the University of Texas regarding property value. Supervisor Cain stated that it had not been considered that solar farms could take down residential property value. He stated that he would continue to listen and vote for guidelines and take each case on a merit-by-merit basis. He further stated that he would like to see the distance go back to two (2) miles and the setback go back to 300' versus 150'.

Supervisor Bryant stated that he had numerous calls that folks did not want any more solar farms because every solar farm approved, would take out productive farmland. He also stated that at the end of the project and the farm was finished; the owner would have to go somewhere else to rent land and push the weak owner out. Supervisor Bryant stated that he wanted to make it known that the County did not have any water quality problems as previously stated. He stated that he supported the guidelines as recommended.

Chairman Ferguson stated that he was in the position to represent all the people of the County. He stated that he had been on the phone for the past two weeks calling everybody that he knew to talk to regarding the Comprehensive Plan. He also stated that everyone had told him the same thing; the plan was just merely guidelines.

Chairman Ferguson asked if there were any more comments. There were none.

Supervisor Cain moved to approve the Comprehensive Plan with the change that the distance go back to two (2) miles and the setback go back to 300'. Chairman Ferguson asked if there was a second or another motion to be made.

Russell Slayton, County Attorney, stated that the motion did not require a second any longer per the Attorney General.

Mr. Pope stated that the 300' setback should be voted on during the Zoning Ordinance discussion.

Supervisor Cain moved to approve the Comprehensive Plan with the change that the distance from another solar farm go back to two (2) miles. There was no second. Supervisor Cain voted aye. Supervisor Bryant, Conwell and Chairman Ferguson voted nay.

Supervisor Conwell moved, seconded by Supervisor Bryant, to adopt the Comprehensive Plan Amendments recommended by the Planning Commission, supplemented by a statement confirming that the Comprehensive Plan was general in nature, and did not establish binding standards. Supervisor Bryant, Conwell and Chairman Ferguson voted aye. Supervisor Cain voted nay.

In Re: Zoning Ordinance Related to Solar

Supervisor Conwell moved, seconded by Supervisor Bryant, to approve the Zoning Ordinance Related to Solar to include 36 months as recommended by the Planning Commission. Voting aye: Supervisors Bryant, Cain, Conwell and Chairman Ferguson.

In Re: Mr. Jerry Kee, Assistant Residency Administrator, with VDOT

Mr. Kee stated that he had a few updates regarding some projects as follows:

- Started paving Friday in Jarratt on Highway 139. Should be completed with the part from Highway 301 to the railroad by the end of this week. It would be about two weeks before starting the next section. He stated that the completion date on the project was December 1, 2019.
- Mowing contractor started today on the primary and secondary routes. He stated the contractor started on Route 58 and had 30 days to finish from the start date. He further stated that VDOT was getting started on its last mowing.

Supervisor Bryant stated that while he was out campaigning, the number one complaint was road issues, conditions, drainage, etc. He then asked Mr. Kee to explain what role the Board of Supervisors had in road matters.

Mr. Kee stated that the Board decided what projects would get done. He stated that the maintenance projects were funded through VDOT's office, so VDOT handled the inquiries from the Board and the public. He further stated that he only had about \$1.2 million to spend on maintenance for the entire County, including staff salaries, renting equipment, etc. Mr. Kee stated that VDOT maintained the roads for the County.

Supervisor Ferguson stated that he had harped on the issue of the shoulders on the edge of the pavement was holding rain. Especially on the Pine Log Road because the ditch was leveled with the road. He further stated that the motor grader needed to be used on the ditches as it used to be done in the past. Chairman Ferguson stated that VDOT personnel was not riding the roads, as they should.

Mr. Kee stated that the schedule for riding primary roads was once per week and once per month for secondary roads. Chairman Ferguson stated it was not being done. Chairman Ferguson also stated that he had a list of items written down and would meet with Mr. Kee after the meeting.

In Re: Citizens Comments

Mrs. Parson addressed the public stating that anyone wishing to address the Board of Supervisors to please come forward and state their name for the record.

Mrs. Sheila Ferguson, 1570 Brink Road, addressed the Board stating that the Board was correct in VDOT not riding the roads and taking care of issues. She stated that there were skunks and other animals that laid in the road forever. She also stated that the last time the ditches were cleaned out in her area; they were cut so deep that the water could not run through the pipes and just set in the ditches.

In Re: Virginia Fire Services Grant Program Agreement for Constructing or Repairing the Burn Building or Fire Service Training Facility

Mrs. Parson stated the grant was awarded to Greenville County in the amount of \$31,005 for repairs at the Burn Building. She stated that Mr. Reggie Owens and Mr. Mike Veliky would be handling the procurement of the repairs and acting as the Clerk of Works during the building repairs once the funds were received. Mrs. Parson then stated that Staff was requesting approval and authorization that the County Administrator sign the agreement.

Supervisor Conwell moved, seconded by Supervisor Bryant, to approve the Virginia Fire Services Grant Program Agreement. Voting aye: Supervisors Bryant, Cain, Conwell and Chairman Ferguson.

Adjournment

With there being no further business to discuss, Supervisor Bryant moved, seconded by Supervisor Conwell, to adjourn the meeting. Voting aye: Supervisors Bryant, Cain, Conwell, and Chairman Ferguson.

Michael W. Ferguson, Chairman

Brenda N. Parson, Clerk

RESOLUTION # 20-47**FY 20 BUDGET AMENDMENT**

BE IT RESOLVED by the Greenville County Board of Supervisors that the following budget amendments be and hereby are made for the period of July 1, 2019 through June 30, 2020.

FUND # 001

REVENUE

| | |
|--------------|--------------|
| FUND BALANCE | \$336,791.00 |
|--------------|--------------|

EXPENDITURE

| | | |
|-------------|--|--------------|
| 4-001-68100 | LOCAL CONTRIBUTIONS | |
| 5708 | GCWSA:MAMaC Offsite Wastewater Project | \$336,791.00 |

Michael W. Ferguson, Chairman
Greenville County Board of Supervisors

ATTEST:

Denise Banks, Clerk
Greenville County Board of Supervisors

Adopted this _____ day of _____, _____

RESOLUTION # 20-48

FY 20 BUDGET AMENDMENT

BE IT RESOLVED by the Greenville County Board of Supervisors that the following budget amendments be and hereby are made for the period of July 1, 2019 through June 30, 2020.

FUND # 008

FUND BALANCE \$292.00

EXPENDITURE

4-001-41500 PUBLIC TRANSPORTATION
5510 Travel \$292.00

Michael W. Ferguson, Chairman
Greenville County Board of Supervisors

ATTEST:

Denise Banks, Clerk
Greenville County Board of Supervisors

Adopted this _____ day of _____, _____

RESOLUTION # 20-49

FY 20 BUDGET AMENDMENT

BE IT RESOLVED by the Greenville County Board of Supervisors that the following budget amendments be and hereby are made for the period of July 1, 2019 through June 30, 2020.

FUND # 010

REVENUE

| | | |
|-------------|---------------------------|--------------------|
| 3-010-24020 | FIRE SERVICES | |
| 0001 | Fire Program Funds-City | \$21,587.00 |
| 0002 | Fire Program Funds-County | <u>\$21,133.50</u> |
| | TOTAL | \$42,720.50 |

EXPENDITURE

| | | |
|-------------|------------------------------|--------------------|
| 4-010-32100 | GREENSVILLE COUNTY FIRE DEPT | |
| 6020 | Fire Program Funds-County | \$21,133.50 |
| 6021 | Fire Program Funds-City | <u>\$21,587.00</u> |
| | TOTAL | \$42,720.50 |

Michael W. Ferguson, Chairman
Greenville County Board of Supervisors

ATTEST:

Denise Banks, Clerk
Greenville County Board of Supervisors

Adopted this _____ day of _____.

RESOLUTION # 20-50

FY 20 BUDGET AMENDMENT

BE IT RESOLVED by the Greenville County Board of Supervisors that the following budget amendments be and hereby are made for the period of July 1, 2019 through June 30, 2020.

FUND # 017

REVENUE

| | |
|---------------------------------------|------------|
| 3-017-24040 GRANTS | |
| 0007 Litter Control Program:Recycling | \$4,883.00 |

EXPENDITURE

| | |
|---------------------------------------|------------|
| 4-017-42600 SWEF | |
| 5844 Litter Control Program:Recycling | \$4,883.00 |

Michael W. Ferguson, Chairman
Greenville County Board of Supervisors

ATTEST:

Denise Banks, Clerk
Greenville County Board of Supervisors

Adopted this _____ day of _____, _____.

RESOLUTION # 20-51
FY 20 BUDGET AMENDMENT

BE IT RESOLVED by the Greenville County Board of Supervisors that the following budget amendments be and hereby are made for the period of July 1, 2019 through June 30, 2020.

FUND #018

REVENUE

| | | |
|-------------|--------------------|---------|
| 3-018-24000 | Revenue State Fund | |
| 0023 | 20-X6373CC20 | \$6,662 |

EXPENDITURE

| | | |
|-------------|-------------------------------------|------------|
| 4-018-33300 | Community Corrections: Pretrial | |
| 1100 | Salaries: Regular | \$2,100 |
| 1300 | Salaries: Part Time | 2,398 |
| 2100 | FICA | 344 |
| 2210 | VA Retirement | 164 |
| 2300 | Health Insurance | 90 |
| 2400 | Group Life | 27 |
| 2500 | Disability | 421- |
| 2710 | Worker's Compensation | 89 |
| 2840 | Retiree Health Ins Credit | 2 |
| 6014 | Supplies & Other Operating Supplies | 2,384- |
| 7004 | Indirect Cost-Admin Fee | 33 |
| 8999 | Equipment | <u>889</u> |
| | | \$3,331 |
| 4-018-33400 | Community Corrections: Probation | |
| 1100 | Salaries: Regular | \$2,100 |
| 1300 | Salaries: Part Time | 2,398 |
| 2100 | FICA | 344 |
| 2210 | VA Retirement | 164 |
| 2300 | Health Insurance | 90 |
| 2400 | Group Life | 27 |
| 2500 | Disability | 421- |
| 2710 | Worker's Compensation | 89 |
| 2840 | Retiree Health Ins Credit | 2 |
| 6014 | Supplies & Other Operating Supplies | 2,384- |
| 7004 | Indirect Cost-Admin Fee | 33 |
| 8999 | Equipment | <u>889</u> |
| | | \$3,331 |

Michael W. Ferguson, Chairman
Greenville County Board of Supervisors

ATTEST:

Denise Banks, Clerk
Greenville County Board of Supervisors

Adopted this _____ day of _____, _____.

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 011030 * PERSONAL PROPERTY TAXES *

10/29/2019 FROM DATE-11/04/2019
AP375 TO DATE- 11/04/2019
FUND # - 001 **GENERAL FUND REVENUES**

| ORDER NAME | CHANGE TO | DESCRIPTION | INVOICE# | DATE | INVOICE |
|------------|-----------|-------------|----------|------|-------------|
| | | | | | \$5 PAY \$5 |

| | | |
|---|----------------|------------|
| DEPT # - 011030 * PERSONAL PROPERTY TAXES * | | |
| | 2018 IF REFUND | 10/21/2019 |
| | | 331.09 |
| | | 331.09 * |
| | TOTAL | 331.09 |

EIGHTH ALGER PERCE * PERSONAL PROPERTY TAXES * PERSONAL PROP. TAX-2018

| | | | | |
|---------------------------------------|-----------|------------|----------|---|
| DEPT 5 - 011010 *BOND IF SUPERVISORS* | SEPT 2019 | 9/30/2019 | 556.50 | * |
| | | | 556.50 | * |
| | OCT 2019 | 10/10/2019 | 158.99 | |
| | 14351 | 10/28/2019 | 1,321.80 | |
| | | | 1,480.79 | * |
| | | TOTAL | 2,037.29 | |

BOARD OF SUPERVISORS
ADVERTISING
TRANSPORT MESSAGE

MONTE'S FLOWER & GIFT
CLEMENTS WATERS
OFFICE SUPPLIES
OFFICE SUPPLIES

| | | | | | |
|--|----------|-------|------------|--------|-------|
| DEPT # - 012100 *EXECUTIVE ADMINISTRATION* | | | | | |
| | 07872 | 10/17 | 10/17/2019 | 7.76 | * |
| | | | | 7.76 | * |
| | 24334948 | 10/19 | 10/18/2019 | 603.45 | * |
| | | | | 603.45 | * |
| | TRAVEL V | 10/19 | 10/11/2019 | 43.20 | * |
| | | | | 43.20 | * |
| | 9937382 | | 9/04/2019 | 46.95 | |
| | 9937382 | | 9/04/2019 | 46.95- | |
| | | | | 654.41 | |
| | | | | | INTQ1 |

EXECUTIVE ADMINISTRATION
US PART COMMUNITY #0869 EMPLOYEE RECONSTITUTION

ETHEL BIRCHES
POSTAL SERVICE

DELTIZE PARKS
TRAVEL & TRAINING

WILL CORPORATION
OFFICE SUPPLIES

| | | |
|-----------------------------------|------------|----------|
| DEPT 5 - 012210 *COUNTY ATTORNEY* | | |
| 13601 | 10/21/2019 | 76.00 |
| 13602 | 10/21/2019 | 228.00 |
| 13604 | 10/21/2019 | 190.00 |
| 13607 | 10/21/2019 | 76.00 |
| 13608 | 10/21/2019 | 7,904.90 |
| | | 8,474.90 |
| 13608 | 10/21/2019 | 1.15 |
| | | 1.15 |
| 13608 | 10/21/2019 | 46.46 |
| | | 46.46 |
| TOTAL | | 9,521.61 |

[illegible]SLAYTON & CLOVE
POSTAL SERVICES

SLAYTON & CLAY TRAVEL & TRAINING

| | | | |
|---|--------|------------|-------|
| DEPT # - 012310 *COMMISSIONER OF REVENUE* | 9331-R | 10/11/2019 | 37.58 |
| | | | 37.50 |

STERNALL TECHNOLOGIES PROFESSIONAL SERVICES
COMMISSIONER OF REVENUE

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 012310 *COMMISSIONER OF REVENUE*

FROM DATE-11/04/2019
TO DATE- 11/04/2019
AP375
FUND # - 601 **GENERAL FUND EXPENDITURES**

| INVOICE | INVOICE# | DATE | \$\$\$ PAY \$\$\$ |
|--------------|-----------------|------------|-------------------|
| CHARGE TO | DESCRIPTION | DATE | ----- |
| PITNEY BONES | POSTAL SERVICES | 10/18/2019 | 418.15 |
| | | | 418.15 * |
| | TOTAL | | 455.65 |

DEPT # - 012410 *TREASURER*

| | | | | |
|----------------------------|-------------------|------------|------------|---------|
| *TREASURER* | 24334948 | 10/19 | 10/18/2019 | 1.95 |
| PITNEY BONES | POSTAL SERVICES | | | 1.95 * |
| PAWELA A. LIPSEY | TRAVEL & TRAINING | 10/17/2019 | | 27.00 |
| | | | | 27.00 * |
| OFFICE OF THE SECRETARY OF | OFFICE SUPPLIES | 10/21/2019 | | 28.00 |
| | | | | 28.00 * |
| | TOTAL | | | 56.95 |

DEPT # - 012430 *FINANCE*

| | | | | |
|----------------------|-------------------|------------|------------|------------|
| *FINANCE* | 24334948 | 10/19 | 10/18/2019 | 1,175.30 |
| PITNEY BONES | POSTAL SERVICES | | | 1,175.30 * |
| KIMBERLY T. SWEETSON | TRAVEL & TRAINING | 10/23/2019 | | 58.35 |
| | | | | 58.35 * |
| | TOTAL | | | 1,233.65 |

DEPT # - 012510 *INFORMATION TECHNOLOGY*

| | | | | |
|---------------------------|-----------------------|------------|--|------------|
| *INFORMATION TECHNOLOGY* | 0001250 | 10/23/2019 | | 2,280.00 |
| ALLIANCE TECHNOLOGY GROUP | PROF SERVICES:WEBSITE | | | 2,280.00 * |
| PITNEY BONES | POSTAL SERVICES | 10/18/2019 | | 2.00 |
| | | | | 2.00 * |
| VERIZON WIRELESS | TELECOMMUNICATIONS | 10/02/2019 | | 40.01 |
| | | | | 40.01 * |
| ALLIANCE TECHNOLOGY GROUP | SOFTWARE LICENSING | 9/25/2019 | | 1,292.67 |
| ALLIANCE TECHNOLOGY GROUP | SOFTWARE LICENSING | 8/25/2019 | | 1,292.67 |
| ALLIANCE TECHNOLOGY GROUP | SOFTWARE LICENSING | 9/28/2019 | | 1,292.67 |
| | | | | 3,878.01 * |
| | TOTAL | | | 6,209.02 |

DEPT # - 013100 *ELECTORAL BOARD - REGISTRAR*

| | | | | |
|-------------------------------|-------------------|------------|------------|---------|
| *ELECTORAL BOARD - REGISTRAR* | 3887502008 | 10/19 | 10/09/2019 | 44.31 |
| NECKLEBURG ELECTRIC COOP | ELECTRICITY | | | 44.31 * |
| PITNEY BONES | POSTAL SERVICES | 10/18/2019 | | 80.94 |
| | | | | 80.94 * |
| CITY AUTO SUPPLY, INC. | SITE IMPROVEMENTS | 10/22/2019 | | 24.91 |

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 013100 SELECTURAL BOARD - REGISTRAR*

FROM DATE-11/04/2019
TO DATE- 11/04/2019
FUND # - 001 **GENERAL FUND EXPENDITURES**

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | INVOICE DATE | \$\$\$ PAY \$\$\$ |
|------------------------|-------------------|-------------|----------|--------------|-------------------|
| CITY AUTO SUPPLY, INC. | SITE IMPROVEMENTS | | 437062 | 10/22/2019 | 10.99- |
| WILCAN MATERIALS | SITE IMPROVEMENTS | | 41255722 | 10/16/2019 | 745.72 |
| LAWRENCEVILLE BUILDING | SITE IMPROVEMENTS | | 20587 | 10/21/2019 | 61.00 |
| SOUTH HILL AUTO GLASS | SITE IMPROVEMENTS | | 58206 | 10/22/2019 | 146.96 |
| | | | | | 967.60 * |
| | | | | TOTAL | 1,092.85 |

DEPT # - 021100 *CIRCUIT COURT*

| | | | | | |
|----------------------------|------------------------------|--|-----------|------------|----------|
| *CIRCUIT COURT* | | | | | |
| MAINTENANCE CONTRACTS | | | | | |
| XEROX CORPORATION | | | 098366257 | 10/04/2019 | 111.06 |
| | | | | | 111.06 * |
| SIXTH JUDICIAL CIRCUIT COU | OFFICE EXPENSE REIMBURSEMENT | | NOV 2019 | 10/21/2019 | 158.33 |
| SIXTH JUDICIAL CIRCUIT COU | OFFICE EXPENSE REIMBURSEMENT | | NOV 2019 | 10/21/2019 | 158.33 |
| SIXTH JUDICIAL CIRCUIT COU | OFFICE EXPENSE REIMBURSEMENT | | NOV 2019 | 10/21/2019 | 158.33 |
| | | | | | 474.99 * |
| | | | | TOTAL | 586.05 |

DEPT # - 021600 *CLERK, CIRCUIT COURT*

| | | | | | |
|------------------------|--------------------------------|--|-----------|------------|-------------|
| *CLERK, CIRCUIT COURT* | | | | | |
| MAINTENANCE CONTRACTS | | | | | |
| XEROX CORPORATION | | | 098366256 | 10/04/2019 | 122.00 |
| | | | | | 122.00 * |
| ROLL CORPORATION | OFFICE SUPPLIES | | 1033728 | 10/10/2019 | 120.81 |
| | | | | | 120.81 * |
| C. H. WARTEN | C. H. : DIGITEZ/SCAN DEEDBOOKS | | 54217 | 10/15/2019 | 13,129.00 |
| | | | | | 13,129.00 * |
| | | | | TOTAL | 13,371.81 |

DEPT # - 022100 *COMMUNEALTY'S ATTORNEY*

| | | | | | |
|---------------------------|-------------------------------|--|------------------|------------|----------|
| *COMMUNEALTY'S ATTORNEY* | | | | | |
| CONTRACTUAL SERVICES: IT | | | | | |
| ALLIANCE TECHNOLOGY GROUP | | | 0001266 07/19 | 9/25/2019 | 104.00 |
| ALLIANCE TECHNOLOGY GROUP | CONTRACTUAL SERVICES: IT | | 0001267 08/19 | 8/25/2019 | 104.00 |
| ALLIANCE TECHNOLOGY GROUP | CONTRACTUAL SERVICES: IT | | 0001273 09/17 | 9/28/2019 | 104.00 |
| | | | | | 312.00 * |
| DOMINION ENERGY VIRGINIA | ELECTRICAL SERVICES | | 3558729020 10/19 | 10/10/2019 | 193.02 |
| DOMINION ENERGY VIRGINIA | ELECTRICAL SERVICES | | 8869694912 10/19 | 10/10/2019 | 347.26 |
| | | | | | 540.28 * |
| COMCAST COMMUNICATIONS | TELECOMMUNICATIONS | | COMM ATTY 10/19 | 10/14/2019 | 151.85 |
| | | | | | 151.85 * |
| RICHMOND AMERICAS CORP | LEASE OF EQUIPMENT | | 9027723142 | 10/12/2019 | 264.05 |
| | | | | | 264.05 * |
| BRANE SPECIALTY COMPANY | HOUSEKEEPING SUPPLIES | | 7459748 | 10/08/2019 | 174.70 |
| | | | | | 174.70 * |
| CITY AUTO SUPPLY, INC. | REPAIR & MAINTENANCE SUPPLIES | | 436483 | 10/15/2019 | 17.98 |
| | | | | | 17.98 * |

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 022100 COMMUNITY HEALTH'S ATTORNEY*

FROM DATE-11/04/2019
TO DATE- 11/04/2019
FUND # - 001 *GENERAL FUND EXPENDITURES**

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICES | INVOICE DATE | SS | PAY | SS |
|-----------------------|-----------|-----------------------|----------------|--------------|----------|-----|----|
| INDEPENDENT MESSENGER | | BOOKS & SUBSCRIPTIONS | | | | | |
| | | | RENEW CA 10/19 | 10/07/2019 | 56.00 | | |
| | | | | | 56.00 * | | |
| | | | TOTAL | | 1,516.86 | | |

DEPT # - 031200 KLAN ENFORCEMENT-SHERIFF*

| | | | | | | | |
|---------------------------|-------------------------------|--|-----------------|------------|-------------|--|--|
| VERIZON-911 CHARGES | CONTRACTUAL SERV. 911 | | F00-0229 10/19 | 10/25/2019 | 57.00 | | |
| VERIZON-911 CHARGES | CONTRACTUAL SERV. 911 | | F00-0233 10/19 | 10/07/2019 | 347.53 | | |
| VERIZON-911 CHARGES | CONTRACTUAL SERV. 911 | | VIR-911 10/19 | 10/22/2019 | 345.50 | | |
| VERIZON-911 CHARGES | CONTRACTUAL SERV. 911 | | 008-0569 10/19 | 10/25/2019 | 243.24 | | |
| VERIZON-911 CHARGES | CONTRACTUAL SERV. 911 | | 123-5806 10/19 | 10/22/2019 | 758.84 | | |
| | | | | | 1,752.11 * | | |
| ALLIANCE TECHNOLOGY GROUP | CONTRACTUAL SERVICES:IT | | 0001266 07/19 | 9/25/2019 | 1,150.00 | | |
| ALLIANCE TECHNOLOGY GROUP | CONTRACTUAL SERVICES:IT | | 0001267 08/19 | 9/25/2019 | 1,150.00 | | |
| ALLIANCE TECHNOLOGY GROUP | CONTRACTUAL SERVICES:IT | | 0001273 09/17 | 9/28/2019 | 1,150.00 | | |
| GREENE'S SERVICE CENTER | REPAIR & MAINTENANCE SERVICES | | 12290 | 10/04/2019 | 39.00 | | |
| GREENE'S SERVICE CENTER | REPAIR & MAINTENANCE SERVICES | | 12344 | 10/16/2019 | 65.00 | | |
| | | | | | 104.00 * | | |
| COMPUTER PROJECTS OF | MAINTENANCE CONTRACTS | | 19-10-107HE | 10/07/2019 | 360.00 | | |
| | | | | | 360.00 * | | |
| MECKLENBURG ELECTRIC COOP | ELECTRICAL | | 3882908700 1019 | 10/09/2019 | 1,129.00 | | |
| | | | | | 1,129.00 * | | |
| GCNSA | WATER & SEWER | | 4418 10/19 | 10/28/2019 | 56.52 | | |
| | | | | | 56.52 * | | |
| THE UPS STORE | POSTAL SERVICES | | 00000011381 | 9/24/2019 | 13.80 | | |
| | | | | | 13.80 * | | |
| VERIZON WIRELESS | TELECOMMUNICATIONS | | 9839301604 | 10/02/2019 | 2,292.33 | | |
| | | | | | 2,292.33 * | | |
| COUNTY OF CHESTERFIELD | TRAVEL & TRAINING | | J BLYTHE 11/19 | 10/23/2019 | 75.00 | | |
| | | | | | 75.00 * | | |
| WALMART COMMUNITY #0869 | OFFICE SUPPLIES | | 00501 10/19 | 10/28/2019 | 13.00 | | |
| | | | | | 13.00 * | | |
| S&W SERVICE CENTER | VEHICLE SUPPLIES | | 0009450 | 10/21/2019 | 28.00 | | |
| JON'S AUTO GLASS INC | VEHICLE SUPPLIES | | 40631 | 10/03/2019 | 396.23 | | |
| GREENE'S SERVICE CENTER | VEHICLE SUPPLIES | | 12290 | 10/04/2019 | 680.00 | | |
| GREENE'S SERVICE CENTER | VEHICLE SUPPLIES | | 12344 | 10/18/2019 | 75.00 | | |
| O'REILLY AUTO PARTS | VEHICLE SUPPLIES | | 2269-229280 | 10/08/2019 | 29.69 | | |
| | | | | | 1,200.92 * | | |
| SIRCHIE PRODUCTS | POLICE SUPPLIES | | 0420433-TH | 10/17/2019 | 441.40 | | |
| | | | | | 441.40 * | | |
| CRATER CRIMINAL JUSTICE | WEARING APPAREL | | 2171 | 10/23/2019 | 137.65 | | |
| GALLS, LLC | WEARING APPAREL | | 013925886 | 10/09/2019 | 1,285.30 | | |
| | | | | | 1,422.95 * | | |
| INEN FORD INC | CAPITAL OUTLAY-VEHICLES* | | 003955 | 10/09/2019 | 29,964.00 | | |
| | | | | | 29,964.00 * | | |
| | | | TOTAL | | 42,249.03 | | |

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 031200 *LAN ENFORCEMENT-SHERIFF*

FROM DATE-11/04/2019
TO DATE- 11/04/2019
AP375
FUND # - 001 **GENERAL FUND EXPENDITURES**

| INVOICE | INVOICE# | DATE | \$\$\$ PAY \$\$\$ |
|--|---------------|------------|-------------------|
| DEPT # - 034100 *BUILDING INSPECTIONS* | | | |
| PITNEY BONES | 24334948 | 10/18/2019 | 116.85 |
| TREASURER OF VIRGINIA | 1ST QTR 19-20 | 10/23/2019 | 112.26 |
| | | | 112.26 * |
| TOTAL | | | 229.11 |

DEPT # - 035100 *ANIMAL CONTROL*

BUILDING INSPECTIONS

POSTAL SERVICE

2.00% SURCHARGE - BLDG. PERMIT

TOTAL

DEPT # - 035100 *ANIMAL CONTROL*

ANIMAL CONTROL

WATER & SEWER

TELECOMMUNICATIONS

TRAVEL & TRAINING

BOARDS & COMMISSIONS*
BOARDS & COMMISSIONS*
BOARDS & COMMISSIONS*
BOARDS & COMMISSIONS*
BOARDS & COMMISSIONS*

OFFICE SUPPLIES

ANIMAL CONTROL SUPPLIES
ANIMAL CONTROL SUPPLIES
ANIMAL CONTROL SUPPLIES
ANIMAL CONTROL SUPPLIES

HOUSEKEEPING SUPPLIES

TOTAL

DEPT # - 035600 *EMERGENCY MANAGEMENT*

EMERGENCY MANAGEMENT

TELECOMMUNICATIONS

TOTAL

DEPT # - 041200 *HIGHWAY & STREET LIGHTING*

HIGHWAY & STREET LIGHTING

BOARDS & COMMISSIONS*
BOARDS & COMMISSIONS*
BOARDS & COMMISSIONS*
BOARDS & COMMISSIONS*
BOARDS & COMMISSIONS*

10/18/2019
10/18/2019
10/18/2019
10/18/2019
10/18/2019

60.00
60.00
70.00
60.00
60.00

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 041200 *HIGHWAY & STREET LIGHTING*

FROM DATE-11/04/2019
TO DATE- 11/04/2019
AP375
FUND # - 001 **GENERAL FUND EXPENDITURES**

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | DATE | \$\$\$ PAY \$\$\$ |
|-----------------|----------------------|-------------|-----------|------------|-------------------|
| EDDIE LEE MOORE | ROADS & COMMISSIONS* | | TSC 10/19 | 10/18/2019 | 60.00 |
| DANIEL GARRETT | ROADS & COMMISSIONS* | | TSC 10/19 | 10/18/2019 | 60.00 |
| LOREN ALLEN | ROADS & COMMISSIONS* | | TSC 10/19 | 10/18/2019 | 60.00 |
| | | | | | 490.00 * |
| | | | | | 490.00 |

TOTAL

DEPT # - 042100 *COLLECTION SITES*

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | DATE | \$\$\$ PAY \$\$\$ |
|---------------------------|--------------------------------|-------------|-----------------|------------|-------------------|
| REARDEK PORTA JOHNS | *COLLECTION SITES* | | 105727 | 9/30/2019 | 605.00 |
| | CONTRACTUAL SERVICES-PORTA JOH | | | | 605.00 * |
| TIDENATER MACK, INC | REPAIR & MAINTENANCE SERVICES | | 1292730075 | 9/30/2019 | 3,270.15 |
| | | | | | 3,270.15 * |
| HECKLEBURG ELECTRIC CORP | ELECTRICAL SERVICES | | 3877700900 1019 | 10/17/2019 | 82.32 |
| HECKLEBURG ELECTRIC CORP | ELECTRICAL SERVICES | | 3885701300 1019 | 10/09/2019 | 83.48 |
| HECKLEBURG ELECTRIC CORP | ELECTRICAL SERVICES | | 4378900500 1019 | 10/21/2019 | 45.92 |
| | | | | | 211.72 * |
| PITNEY BOWES | POSTAGE | | 24334948 10/19 | 10/18/2019 | 1.50 |
| | | | | | 1.50 * |
| VERIZON WIRELESS | TELECOMMUNICATIONS | | 9839301604 | 10/02/2019 | 216.86 |
| | | | | | 216.86 * |
| CINTAS CORP #143 | UNIFORM RENTAL | | 1031834317 | 10/07/2019 | 19.25 |
| CINTAS CORP #143 | UNIFORM RENTAL | | 4032358056 | 10/14/2019 | 19.25 |
| CINTAS CORP #143 | UNIFORM RENTAL | | 4032336765 | 10/21/2019 | 19.25 |
| | | | | | 57.75 * |
| WALMART COMMUNITY #0869 | OFFICE SUPPLIES | | 09047 10/25 | 10/25/2019 | 15.66 |
| | | | | | 15.66 * |
| WALMART COMMUNITY #0869 | HOUSEKEEPING SUPPLIES | | 09047 10/25 | 10/25/2019 | 20.82 |
| | | | | | 20.82 * |
| O'REILLY AUTO PARTS | REPAIR & MAINTENANCE SUPPLIES | | 2269-231534 | 10/21/2019 | 14.17 |
| | | | | | 14.17 * |
| REGGIE OWENS | HEAVY VEHICLE SUPPLIES | | 10/25/19 | 10/25/2019 | 50.00 |
| SOUTHERN TRACTOR TIRE SER | HEAVY VEHICLE SUPPLIES | | 6637 | 9/30/2019 | 105.00 |
| FUCH LUBRICANTS | HEAVY VEHICLE SUPPLIES | | 001905243 | 9/17/2019 | 441.10 |
| | | | | | 596.10 * |
| | | | | | 5,009.73 |

TOTAL

DEPT # - 043200 *BUILDINGS & GROUNDS*

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | DATE | \$\$\$ PAY \$\$\$ |
|---------------------------|-----------------------|-------------|-----------------|------------|-------------------|
| CHEN-ARUA | *BUILDINGS & GROUNDS* | | 3719997 | 10/15/2019 | 107.83 |
| | MAINTENANCE CONTRACTS | | | | 107.83 * |
| DERINGTON ENERGY VIRGINIA | ELECTRICITY | | 0808092504 1019 | 10/10/2019 | 4,337.93 |
| | | | | | 4,337.93 * |
| PARKER OIL COMPANY, INC. | HEATING | | 131325 | 10/11/2019 | 654.61 |
| | | | | | 654.61 * |
| VERIZON | TELECOMMUNICATIONS | | 348-8079 10/19 | 10/25/2019 | 1,648.51 |

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 043200 *BUILDTINGS & GROUNDS*

10/29/2019
 HP375
 FUND 2 - 001
 FROM DATE-11/04/2019
 TO DATE- 11/04/2019
 GENERAL FUND EXPENDITURES

| INVOICE | DATE | INVOICE# | DESCRIPTION | CHARGE TO | VENOR NAME |
|------------|------------|-------------|-------------------------------|-----------|--------------------------|
| 30.07 | 10/02/2019 | 9839301604 | TELECOMMUNICATIONS | | VERIZON WIRELESS |
| 1,678.58 * | | | | | |
| 68.67 | 10/10/2019 | 4032171969 | UNIFORM RENTAL | | CINTAS CORP #143 |
| 68.67 | 10/17/2019 | 4032729535 | UNIFORM RENTAL | | CINTAS CORP #143 |
| 137.34 * | | | | | |
| 399.90 | 10/24/2019 | 28590 | LANDSCAPING-CHS | | HANKINS SUPPLY, INC. |
| 222.00 | 10/18/2019 | 6758 | LANDSCAPING-CHS | | PINEVIEW GREENHOUSES INC |
| 621.90 * | | | | | |
| 206.61 | 10/08/2019 | 7459751 | HOUSEKEEPING SUPPLIES | | DRAME SPECIALTY COMPANY |
| 81.94 | 10/08/2019 | 7459753 | HOUSEKEEPING SUPPLIES | | DRAME SPECIALTY COMPANY |
| 288.55 * | | | | | |
| 13.19 | 10/18/2019 | 88566 | REPAIR & MAINTENANCE SUPPLIES | | HANKINS SUPPLY, INC. |
| 61.50 | 10/20/2019 | 08990 | REPAIR & MAINTENANCE SUPPLIES | | PLAN 5 PAINT & |
| 12.00 | 10/16/2019 | 1910-025851 | REPAIR & MAINTENANCE SUPPLIES | | JERRATT HARDWARE |
| 34.58 | 10/22/2019 | 1910-026371 | REPAIR & MAINTENANCE SUPPLIES | | JERRATT HARDWARE |
| 5.99 | 10/11/2019 | 2832 | REPAIR & MAINTENANCE SUPPLIES | | EMPORIA BUILDING CENTER |
| 127.26 * | | | | | |
| 7,954.00 | TOTAL | | | | |

DEPT - 008670 * 9335359 * ATTENTION

| AGENCY | DESCRIPTION | DATE | AMOUNT | BALANCE |
|------------------------------------|-------------------------------|------------|-------------|------------|
| *GREENSBORO COUNTY GOVERNMENT CTR* | | | | 174.14 |
| GREEN-ARUA | REPAIR & MAINTENANCE SERVICES | 10/08/2019 | 3707196 | 40.00 |
| COMMONWEALTH OF VIRGINIA | REPAIR & MAINTENANCE SERVICES | 10/01/2019 | 95413571 | 214.14 * |
| AMERICAN AMERICAS CORP | MAINTENANCE CONTRACTS | 10/12/2019 | 9027723142 | 1,263.26 |
| MECKLENBURG ELECTRIC COOP | ELECTRICITY | 10/09/2019 | 3882901006 | 1,263.26 * |
| MECKLENBURG ELECTRIC COOP | ELECTRICITY | 10/09/2019 | 3891006300 | 3,402.36 |
| VERIZON | TELECOMMUNICATIONS | 10/09/2019 | 348-8079 | 43.33 |
| VERIZON WIRELESS | TELECOMMUNICATIONS | 10/25/2019 | 9839301604 | 3,445.69 * |
| CINTAS CORP #143 | UNIFORM RENTAL | 10/02/2019 | 4032171909 | 549.50 |
| CINTAS CORP #143 | UNIFORM RENTAL | 10/18/2019 | 4032729535 | 16.02 |
| HANKINS SUPPLY, INC. | LANDSCAPING: GSCC | 10/17/2019 | 38590 | 559.52 * |
| PINEVIEW GREENHOUSES INC | LANDSCAPING: GSCC | 10/24/2019 | 6758 | 22.89 |
| BRAME SPECIALTY COMPANY | HOUSEKEEPING SUPPLIES | 10/18/2019 | 7460682 | 45.78 * |
| CITY AUTO SUPPLY, INC. | REPAIR & MAINTENANCE SUPPLIES | 10/08/2019 | 436191 | 49.90 |
| HANKINS SUPPLY, INC. | REPAIR & MAINTENANCE SUPPLIES | 10/11/2019 | 85566 | 160.00 |
| JERRATT HARDWARE | REPAIR & MAINTENANCE SUPPLIES | 10/18/2019 | 1910-025851 | 209.90 * |
| JERRATT HARDWARE | REPAIR & MAINTENANCE SUPPLIES | 10/16/2019 | 1910-025875 | 31.92 * |
| JERRATT HARDWARE | REPAIR & MAINTENANCE SUPPLIES | 10/17/2019 | 1910-026371 | 8.08 |
| JERRATT HARDWARE | REPAIR & MAINTENANCE SUPPLIES | 10/22/2019 | 1910-026499 | 4.39 |
| JERRATT HARDWARE | REPAIR & MAINTENANCE SUPPLIES | 10/23/2019 | | 4.00 |
| | | | | 10.99 |
| | | | | 11.53 |
| | | | | 69.99 |

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 043400 *GREENSVILLE COUNTY GOVERNMENT CTR*

FROM DATE-11/04/2019
TO DATE- 11/04/2019
FUND # - 001 **GENERAL FUND EXPENDITURES**

| INVOICE | INVOICE# | DATE | SS PAY \$ |
|-------------------------------|----------|------------|-----------|
| ----- | ----- | --- | ----- |
| EMPIRIA BUILDING CENTER | 2832 | 10/11/2019 | 2.00 |
| REPAIR & MAINTENANCE SUPPLIES | | | 110.98 * |
| TOTAL | | | 5,881.19 |

DEPT # - 043600 **MAINTENANCE BUILDINGS**

| | | | |
|--------------------------------|-----------------|------------|----------|
| DIAMOND SPRINGS | 1023184040 | 10/23/2019 | 7.25 |
| CONTRACTURAL SER: WATER COOLER | | | 7.25 * |
| HECKLENBURG ELECTRIC COOP | 3885500400 1019 | 10/09/2019 | 370.00 |
| ELECTRICITY | | | 370.00 * |
| BRAME SPECIALTY COMPANY | 7440932 | 8/13/2019 | 108.18 |
| HOUSEKEEPING SUPPLIES | | | 108.18 * |
| TOTAL | | | 485.43 |

DEPT # - 051100 *LOCAL HEALTH DEPARTMENT*

| | | | |
|---------------------------------|----------------|------------|-------------|
| VERIZON | 348-8079 10/19 | 10/25/2019 | 176.28 |
| *LOCAL HEALTH DEPARTMENT* | | | 176.28 * |
| TELECOMMUNICATIONS | | | |
| GREENSVILLE/EMPIRIA | 08102-2020 | 10/25/2019 | 24,352.50 |
| PAYMENT-LOCAL HEALTH DEPARTMENT | | | 24,352.50 * |
| TOTAL | | | 24,528.78 |

DEPT # - 060100 *LOCAL CONTRIBUTIONS*

| | | | |
|--------------------------------|---------------|------------|--------------|
| GCUSA | NOV 19 HY FEE | 10/17/2019 | 53,943.89 |
| *LOCAL CONTRIBUTIONS* | | | 53,943.89 * |
| GCUSA:HYDRANT FEES | | | |
| GCUSA | KANAC NW PROJ | 10/21/2019 | 336,791.00 |
| GCUSA:MANAC OFFSITE NW PROJECT | | | 336,791.00 * |
| TOTAL | | | 390,734.89 |

DEPT # - 071300 *RECREATIONAL FACILITIES**

| | | | |
|----------------------------|-----------------|------------|---------|
| DORRIMON ENERGY VIRGINIA | 6761549584 1019 | 10/18/2019 | 36.53 |
| *RECREATIONAL FACILITIES** | | | 36.53 * |
| R&G CLUB:BLDG IMPROVEMENTS | | | |
| TOTAL | | | 36.53 |

DEPT # - 071400 *THE GOLDEN LEAF COMMONS**

| | | | |
|----------------------------|----------------|------------|------------|
| SUEC | 1034 | 10/17/2019 | 4,871.93 |
| *THE GOLDEN LEAF COMMONS** | | | 4,871.93 * |
| ELECTRICAL SERVICES | | | |
| PITNEY BOWES | 24334948 10/19 | 10/18/2019 | 33.57 |
| POSTAGE | | | 33.57 * |

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 071400 **THE GOLDEN LEAF COMMONS**

FROM DATE-11/04/2019
TO DATE- 11/04/2019
AP375
FUND # - 001 **GENERAL FUND EXPENDITURES**

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | DATE | \$\$\$ PAY \$\$\$ |
|-------------------------|-----------------|-------------|-------------|------------|-------------------|
| WALHART COMMUNITY #0869 | OFFICE SUPPLIES | | 04565 10/17 | 10/17/2019 | 61.02 |
| | | | | | 61.02 * |
| | | | | TOTAL | 4,966.52 |

DEPT # - 073100 **LIBRARY ADMINISTRATION**

BRANE SPECIALTY COMPANY
LIBRARY ADMINISTRATION
HOUSEKEEPING SUPPLIES

| | | |
|---------|------------|----------|
| 7453753 | 10/08/2019 | 169.39 |
| | | 169.39 * |
| | TOTAL | 169.39 |

DEPT # - 081100 **PLANNING**

PLANNING
WALTER ROBINSON, JR
BOARDS & COMMISSIONS*
L. ALLEN LITTLE
BOARDS & COMMISSIONS*
DIANNE BARNES-RHODES
BOARDS & COMMISSIONS*
WILLIAM CAIN
BOARDS & COMMISSIONS*
KIM WILEY
BOARDS & COMMISSIONS*
BARRY RAE
BOARDS & COMMISSIONS*
STEVEN CRAIG ALLEN
BOARDS & COMMISSIONS*
LORRION ALLEN
BOARDS & COMMISSIONS*
JUNE C. ANTON, JR.
BOARDS & COMMISSIONS*
STEPHEN ALLEN
BOARDS & COMMISSIONS*
ANNIE ADAM
BOARDS & COMMISSIONS*
JEFF ROBINSON
BOARDS & COMMISSIONS*
PERDICA BRINS-BLUNT
BOARDS & COMMISSIONS*
JERRY TAYLOR
BOARDS & COMMISSIONS*

| | | |
|-----------|------------|------------|
| PC 10/19 | 10/18/2019 | 140.00 |
| BZA 10/19 | 10/18/2019 | 110.00 |
| PC 10/19 | 10/18/2019 | 60.00 |
| PC 10/19 | 10/18/2019 | 120.00 |
| PC 10/19 | 10/18/2019 | 120.00 |
| BZA 10/19 | 10/18/2019 | 60.00 |
| BZA 10/19 | 10/18/2019 | 60.00 |
| PC 10/19 | 10/18/2019 | 120.00 |
| PC 10/19 | 10/18/2019 | 120.00 |
| PC 10/19 | 10/18/2019 | 120.00 |
| PC 10/19 | 10/18/2019 | 120.00 |
| BZA 10/19 | 10/18/2019 | 60.00 |
| BZA 10/19 | 10/18/2019 | 60.00 |
| | | 1,390.00 * |
| | | 1,140.00 |
| | | 1,140.00 * |

INDEPENDENT MESSENGER

| | | |
|-----------|-----------|------------|
| SEPT 2019 | 9/30/2019 | 1,140.00 |
| | | 1,140.00 * |

POSTAL SERVICES

| | | |
|----------------|------------|----------|
| 24334948 10/19 | 10/18/2019 | 955.45 |
| | | 955.45 * |

TREVA PERRELL
PERDICA BRINS-BLUNT
TRAVEL & TRAINING

| | | |
|-----------------|------------|----------|
| BZA CLASS 10/19 | 10/21/2019 | 55.20 |
| MILEAGE 10/19 | 10/09/2019 | 160.08 |
| | | 215.28 * |

ENVIRED UTILITIES

| | | |
|------|------------|------------|
| 8244 | 10/22/2019 | 1,175.00 |
| | | 1,175.00 * |

GREG DRIVER

| | | |
|------------|------------|----------|
| 10/05/2019 | 10/05/2019 | 185.00 |
| | | 185.00 * |
| | TOTAL | 5,060.73 |

DEPT # - 081300 **HOUSING**

HOUSING
O'REILLY AUTO PARTS
VEHICLE SUPPLIES

| | | |
|-------------|------------|---------|
| 2269-228605 | 10/04/2019 | 41.08 |
| | | 41.08 * |
| | TOTAL | 41.08 |

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 081300 **HOUSING**

FROM DATE-11/04/2019
TO DATE- 11/04/2019
FUND # - 001 **GENERAL FUND EXPENDITURES**

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | INVOICE DATE | \$\$\$ PAY \$\$\$ |
|-------------|-----------|-------------|----------|--------------|-------------------|
|-------------|-----------|-------------|----------|--------------|-------------------|

DEPT # - 081420 **UTTERDAM ROAD - PHASE II**

| | | | | | |
|------------------------------|--|------------------------------|--------|------------|------------|
| TIMMONS GROUP | | **UTTERDAM ROAD - PHASE II** | 229746 | 10/08/2019 | 1,921.22 |
| | | ENGINEERING-TIMMONS GROUP | | | 1,921.22 * |
| SLAYTON & CLARY | | PROF. SERVICES: LEGAL | 13603 | 10/21/2019 | 544.00 |
| RANDOLPH, BRYD, CHERRY & VAO | | PROF. SERVICES: LEGAL | 18737 | 9/23/2019 | 552.50 |
| | | | | | 1,096.50 * |
| | | TOTAL | | | 3,017.72 |

DEPT # - 081500 **ECONOMIC DEVELOPMENT**

| | | | | | |
|---------------------|--|--------------------------|------------|------------|----------|
| BASKERVILL | | **ECONOMIC DEVELOPMENT** | 2058972 | 10/08/2019 | 237.01 |
| | | PROFESSIONAL SERVICES | | | 237.01 * |
| PITNEY BOWES | | POSTAL SERVICES | 24334948 | 10/19 | 2.75 |
| | | | | | 2.75 * |
| VERIZON WIRELESS | | TELECOMMUNICATIONS | 9839301604 | 10/02/2019 | 40.01 |
| | | | | | 40.01 * |
| EMPORIA/GREENSVILLE | | TRAVEL & TRAINING | 2069 | 10/17/2019 | 10.00 |
| | | | | | 10.00 * |
| | | TOTAL | | | 289.77 |

DEPT # - 081700 **GEOGRAPHIC INFORMATION SYSTEMS**

| | | | | | |
|-------------------|--|------------------------------------|----------|-----------|---------|
| PITNEY BOWES | | **GEOGRAPHIC INFORMATION SYSTEMS** | 24334948 | 10/19 | 11.00 |
| | | POSTAGE | | | 11.00 * |
| QVILL CORPORATION | | OFFICE SUPPLIES | 8989250 | 7/25/2019 | 88.73 |
| | | | | | 88.73 * |
| | | TOTAL | | | 99.73 |

DEPT # - 083300 **UTI**

| | | | | | |
|--------------------------|--|-------------|------------|------------|------------|
| DOMINION ENERGY VIRGINIA | | **UTI** | 6785012847 | 10/10/2019 | 147.90 |
| | | ELECTRICITY | | | 147.90 * |
| | | TOTAL | | | 147.90 |
| | | FUND TOTAL | | | 528,302.93 |

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 041500 **PUBLIC TRANSPORTATION**

FROM DATE-11/04/2019
TO DATE- 11/04/2019
FUND # - 008 **PUBLIC TRANSPORTATION**

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | INVOICE DATE | \$\$\$ PAY \$\$\$ |
|---|-----------|-------------------------------|------------|--------------|-------------------|
| DEPT # - 041500 **PUBLIC TRANSPORTATION** | | | | | |
| **PUBLIC TRANSPORTATION** | | | | | |
| EDWARDS PRINTING COMPANY | | PRINTING & REPRODUCTION | 28641 | 10/15/2019 | 326.50 |
| | | | | | 326.50 * |
| INDEPENDENT MESSENGER | | ADVERTISING & PROMOTION MEDIA | SEPT 2019 | 9/30/2019 | 300.00 |
| | | | | | 300.00 * |
| VERIZON WIRELESS | | COMMUNICATION SERVICES | 9839301604 | 10/02/2019 | 72.91 |
| | | | | | 72.91 * |
| HANNACK'S INC | | OTHER - UNIFORMS | 117856 | 9/18/2019 | 99.00 |
| | | | | | 99.00 * |
| | | | TOTAL | | 798.41 |
| | | FUND TOTAL | | | 798.41 |

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 032100 **GREENSVILLE FIRE DEPT**

FROM DATE-11/04/2019
TO DATE- 11/04/2019
FUND # - 010 **GREENSVILLE FIRE DEPT EXPENSES**

| INVOICE | | | | SS | PAY | SS |
|---|--------------------------------|-------------|-----------------|------------|-----|----------|
| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | DATE | | |
| DEPT # - 032100 **GREENSVILLE FIRE DEPT** | | | | | | |
| **GREENSVILLE FIRE DEPT** | | | | | | |
| NECKLEBURG ELECTRIC COOP | ELECTRICAL | | 9000002023 1019 | 10/14/2019 | | 59.04 |
| DOMINION ENERGY VIRGINIA | ELECTRICAL | | 2284525058 1019 | 10/10/2019 | | 672.28 |
| | | | | | | 731.32 * |
| BRAME SPECIALTY COMPANY | HOUSEKEEPING/JANITORIAL SUPPLI | | 7459755 | 10/08/2019 | | 59.81 |
| | | | | | | 59.81 * |
| KIDD COMMUNICATIONS | OTHER OPERATING SUPPLIES | | 19585 | 10/16/2019 | | 119.80 |
| | | | | | | 119.80 * |
| MUNICIPAL EMERGENCY | FIRE PROGRAM FUNDS PURCHASES-C | | IM1384368 | 10/07/2019 | | 80.00 |
| | | | | | | 80.00 * |
| MUNICIPAL EMERGENCY | FIRE PROGRAM FUNDS PURCHASES-C | | IM1384368 | 10/07/2019 | | 80.00 |
| | | | | | | 80.00 * |
| | | | TOTAL | | | 1,070.93 |
| | | | FUND TOTAL | | | 1,070.93 |

ACCOUNTS PAYABLE LIST
 COUNTY OF GREENSVILLE
 DEPT # - 031700 **FDA: SHERIFF'S DEPARTMENT**

FROM DATE-11/04/2019
 TO DATE- 11/04/2019
 FUND # - 012 ***FDA***

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | INVOICE DATE | \$\$\$ PAY \$\$\$ |
|--------------------|-------------------------------|-------------|----------|--------------|-------------------|
| TOWN POLICE SUPPLY | | | | | |
| | **FDA: SHERIFF'S DEPARTMENT** | | | | |
| | FEDERAL EXPENSES | | 002180 | 9/06/2019 | 1,188.00 |
| | | | | | 1,188.00 * |
| | | | | | 1,188.00 |
| | | | | TOTAL | |
| | | | | FUND TOTAL | 1,188.00 |

FDA: SHERIFF'S DEPARTMENT
 FEDERAL EXPENSES

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 042600 *SHEF*

10/29/2019 FROM DATE-11/04/2019
#F375 TH DATE- 11/04/2019
FUND # - 017 ***PUBLIC WORKS***

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | INVOICE DATE | \$\$\$ PAY \$\$\$ |
|----------------------------|-----------|---------------------------------|-----------------|--------------|-------------------|
| RIDEOUT EQUIPMENT CO., INC | | LEACHATE DISPOSAL | REM1019 | 10/19/2019 | 2,350.00 |
| | | | | | 2,350.00 * |
| CRYSTAL SPRINGS | | CONTRACTUAL SERV: WATER COOLER | 3457059 102319 | 10/23/2019 | 59.96 |
| | | | | | 59.96 * |
| NECKLEBURGS ELECTRIC CORP | | ELECTRICAL | 3870300100 1019 | 10/17/2019 | 208.90 |
| | | | | | 208.90 * |
| PITNEY BOWES | | POSTAL SERVICES | 24334948 10/19 | 10/18/2019 | 137.50 |
| | | | | | 137.50 * |
| VERIZON WIRELESS | | TELECOMMUNICATIONS | 9839301604 | 10/02/2019 | 74.93 |
| | | | | | 74.93 * |
| CINTAS CORP #143 | | UNIFORM RENTAL | 1031834317 | 10/07/2019 | 45.05 |
| CINTAS CORP #143 | | UNIFORM RENTAL | 4032358056 | 10/14/2019 | 45.05 |
| CINTAS CORP #143 | | UNIFORM RENTAL | 4032936765 | 10/21/2019 | 45.05 |
| | | | | | 135.15 * |
| SAMUEL PAIR | | LITTER CONTROL PROG: RECYCLING* | 2989 | 10/18/2019 | 28.00 |
| | | | | | 28.00 * |
| WALMART COMMUNITY #0869 | | HOUSEKEEPING SUPPLIES | 00138 10/15 | 10/15/2019 | 92.10 |
| | | | | | 92.10 * |
| WALMART COMMUNITY #0869 | | REPAIR & MAINTENANCE SUPPLIES | 00138 10/15 | 10/15/2019 | 9.98 |
| O'REILLY AUTO PARTS | | REPAIR & MAINTENANCE SUPPLIES | 2269-232035 | 10/24/2019 | 42.98 |
| SHARE CORP | | REPAIR & MAINTENANCE SUPPLIES | 108411 | 10/18/2019 | 143.38 |
| | | | | | 196.34 * |
| O'REILLY AUTO PARTS | | VEHICLE SUPPLIES | 2269-232065 | 10/24/2019 | 349.52 |
| | | | | | 349.52 * |
| CARTER MACHINERY CO. INC | | HEAVY EQUIPMENT SUPPLIES | 0640940 | 10/09/2019 | 2,316.23 |
| | | | | | 2,316.23 * |
| | | TOTAL | | | 5,948.63 |
| | | FUND TOTAL | | | 5,948.63 |

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 03300 *COMMUNITY CORRECTIONS: PRETRIAL*

FROM DATE-11/04/2019
TO DATE- 11/04/2019
FUND # - 018 ***COMM. CORRECTIONS.ACT GRANT***

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | INVOICE DATE | \$\$\$ PAY \$\$\$ |
|-------------------------|--------------------------------|----------------|----------|--------------|-------------------|
| THERESSA CLAIBORNE | TRAVEL & SUBSISTENCE | TRAVEL V 10/19 | | 10/28/2019 | 25.52 |
| LINDA HACKLIN | TRAVEL & SUBSISTENCE | TRAVEL V 10/19 | | 10/22/2019 | 87.11 |
| LINDA HACKLIN | TRAVEL & SUBSISTENCE | TRAVEL V 10/19 | | 10/22/2019 | 34.80 |
| | | | | | 147.43 * |
| WALMART COMMUNITY #0869 | SUPPLIES & OTHER OPERATING EXP | 07278 09/25 | | 9/25/2019 | 1.94 |
| QUILL CORPORATION | SUPPLIES & OTHER OPERATING EXP | 1824843 | | 10/10/2019 | 4.95 |
| QUILL CORPORATION | SUPPLIES & OTHER OPERATING EXP | 1831825 | | 10/10/2019 | 51.21 |
| QUILL CORPORATION | SUPPLIES & OTHER OPERATING EXP | 1864008 | | 10/11/2019 | 209.42 |
| QUILL CORPORATION | SUPPLIES & OTHER OPERATING EXP | 1866548 | | 10/11/2019 | 22.60 |
| QUILL CORPORATION | SUPPLIES & OTHER OPERATING EXP | 1912335 | | 10/15/2019 | 89.51 |
| | | | | | 379.63 * |
| VERIZON WIRELESS | EQUIPMENT | 9839301804 | | 10/02/2019 | 20.00 * |
| | | | | | 20.00 * |
| | | | | | 547.06 |
| | | | | | TOTAL |

DEPT # - 03300 *COMMUNITY CORRECTIONS: PRETRIAL*

| | | | | | |
|-------------------------|--------------------------------|----------------|--|------------|----------|
| THERESSA CLAIBORNE | TRAVEL & SUBSISTENCE | TRAVEL V 10/19 | | 10/28/2019 | 25.52 |
| LINDA HACKLIN | TRAVEL & SUBSISTENCE | TRAVEL V 10/19 | | 10/22/2019 | 87.12 |
| LINDA HACKLIN | TRAVEL & SUBSISTENCE | TRAVEL V 10/19 | | 10/22/2019 | 34.80 |
| | | | | | 147.44 * |
| WALMART COMMUNITY #0869 | SUPPLIES & OTHER OPERATING EXP | 07278 09/25 | | 9/25/2019 | 1.93 |
| QUILL CORPORATION | SUPPLIES & OTHER OPERATING EXP | 1824843 | | 10/10/2019 | 4.94 |
| QUILL CORPORATION | SUPPLIES & OTHER OPERATING EXP | 1831825 | | 10/10/2019 | 51.21 |
| QUILL CORPORATION | SUPPLIES & OTHER OPERATING EXP | 1864008 | | 10/11/2019 | 209.42 |
| QUILL CORPORATION | SUPPLIES & OTHER OPERATING EXP | 1866548 | | 10/11/2019 | 22.61 |
| QUILL CORPORATION | SUPPLIES & OTHER OPERATING EXP | 1912335 | | 10/15/2019 | 89.51 |
| | | | | | 379.62 * |
| VERIZON WIRELESS | EQUIPMENT | 9839301804 | | 10/02/2019 | 20.01 * |
| | | | | | 20.01 * |
| | | | | | 547.07 |
| | | | | | TOTAL |

FUND TOTAL 1,094.13

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSVILLE
DEPT # - 098300 **000 OFFICE BUILDINGS**

FROM DATE-11/04/2019
TO DATE- 11/04/2019
FUND # - 075 ***CAPITAL PROJECTS***

| VENDOR NAME | CHARGE TO | DESCRIPTION | INVOICE# | INVOICE DATE | \$\$\$ PAY \$\$\$ |
|-------------|-----------|-------------|----------|--------------|-------------------|
|-------------|-----------|-------------|----------|--------------|-------------------|

DEPT # - 098300 **000 OFFICE BUILDINGS**

| | | | | | |
|---------------------------|---------------------|--------------|------|------------|--------------|
| ***000 OFFICE BUILDINGS** | | | | | |
| BAXTER BAILEY & ASSOCIATE | ARE: ADD'L EXPENSES | | 4159 | 10/23/2019 | 590.00 * |
| R. F. HOWERTON, INC. | CONSTRUCTION | APP # 11 DSS | | 10/17/2019 | 139,060.00 |
| MECKLENBURG ELECTRIC COOP | CONSTRUCTION | \$1239 | | 9/25/2019 | 18,495.74 |
| | | | | | 157,555.74 * |
| | | TOTAL | | | 158,145.74 |

DEPT # - 098500 **SHERIFF'S OFFICE EXPANSION**

| | | | | | |
|---------------------------------|---------------------|---------------|------|------------|-------------|
| ***SHERIFF'S OFFICE EXPANSION** | | | | | |
| BAXTER BAILEY & ASSOCIATE | ARE: ADD'L EXPENSES | | 4160 | 10/23/2019 | 382.50 |
| R. F. HOWERTON, INC. | CONSTRUCTION | APP # 10 SCSD | | 10/17/2019 | 92,782.00 |
| | | | | | 92,782.00 * |
| | | TOTAL | | | 93,164.50 |
| | | FUND TOTAL | | | 251,310.24 |
| | | TOTAL DUE | | | 789,713.27 |

Approved

Signed Debbie Whitley Finance Manager 10/29/19
Title Date

ACCOUNTS PAYABLE CHECKS
COUNTY OF GREENSVILLE


FROM DATE- 11/04/2019
TO DATE- 11/04/2019

10/29/2019

| FUND NO. | DESCRIPTION | \$\$\$ PAY \$\$\$ |
|----------|------------------------------------|-------------------|
| 001 | **GENERAL FUND EXPENDITURES** | \$528,302.93 |
| 008 | **PUBLIC TRANSPORTATION** | \$798.41 |
| 010 | **GREENSVILLE FIRE DEPT EXPENSES** | \$1,070.93 |
| 012 | ***FORM*** | \$1,188.00 |
| 017 | ***PUBLIC WORKS*** | \$5,948.63 |
| 018 | ***CUMM. CORRECTIONS. ACT GRANT*** | \$1,094.13 |
| 075 | ***CAPITAL PROJECTS*** | \$251,310.24 |
| | TOTAL | 789,713.27 |

COUNTY OF GREENSVILLE
BUILDING AND PLANNING DEPARTMENT

TO: The Honorable Board of Supervisors

FROM: Linwood E. Pope, Jr. 

RE: Washington Park Phase VI- CDBG Pre-Contract Activities

DATE: October 29, 2019

County Staff was successful in obtaining a Community Development Block Grant from the Virginia Department of Housing and Community Development for the rehabilitation of the Phase VI Project Area of the Washington Park neighborhood in the amount of \$1,377,276. Staff originally applied for in CDBG funds in the amount \$1,205,356 (which excluded Moton Street). After negotiating with CDBG, staff received an additional \$171,920 in CDBG Grant Funds so that Moton Street could be included in the project area. Additional local funds will have to be committed to the project to match the additional CDBG funds. These funds include an additional \$200 "in-kind" match and an additional \$6000 cash match from Greenville County.

On September 5, 2019 staff participated in a pre-contract meeting with representatives from DHCD. At that meeting DHCD set forth numerous activities that must be completed within a 90 day pre-contract period. Several of these activities require action by the Board of Supervisors.

The pre-contract activities that require action by the Board of Supervisor's include:

- A. Approval of the Project Management Team. (See attachment "A")
- B. Adoption of Section 3 Business and Employment Plan. (See attachment "B")
- C. Adoption of Non-Discrimination Policy. (See attachment "C")
- D. Adoption of Anti-Displacement Plan. (See attachment "D")
- E. Adoption of Program Design. (See attachment "E")
- F. Adoption of Resolution committing local funds. (See attachment "F")

Staff is requesting that the Board of Supervisors approve the above items.

LEP, Jr./tcp

Attachments

WASHINGTON PARK CDBG PHASE VI PROJECT MANAGEMENT TEAM

| Name | Affiliation | Role |
|---|---|---|
| Brenda N. Parson 1781 Greenville County Circle Emporia, VA 23847 (434) 348-4205 bparson@greenvillecountyva.gov | County of Greenville, County Administrator | Grantee Representative, Financial Officer |
| Juanita Jefferson P. O. Box 227 Emporia VA 23847 mdse@emporiamaanor.com | Neighborhood Resident | Sparkplug |
| JoAnne Peerman DHCD/Community Development Specialist 600 East Main St., Suite 300 Richmond, VA 23219 (804) 371-7071 joanne.peerman@dhcd.virginia.gov | VDHCD | Community Rep |
| B&B Consultants Sam Carroll PO Box 429 South Hill, VA 23970 (434) 447-7621 scarroll@bandbcons.com | Project Engineer | Infrastructure Engineer |
| Brian A. Petty 1781 Greenville County Circle Emporia, VA 23847 (434) 348-4232 bpetty@greenvillecountyva.gov | County of Greenville, Building Inspector/Rehab Specialist | Housing Rehab Specialist Housing Program Administrator |
| Linwood E. Pope, Jr. 1781 Greenville County Circle Emporia, VA 23847 (434) 348-4249 lpope@greenvillecountyva.gov | County of Greenville, Planning Director | Grant Administrator |
| Charles M. Veliky 1781 Greenville County Circle Emporia, VA 23847 (434) 348-4249 mveliky@greenvillecountyva.gov | County of Greenville, Building/Fire Official | Compliance - Building Code |
| Gary Cifers 1781 Greenville County Circle Emporia, VA 23847 (434) 348-4262 gcifers@greenvillecountyva.gov | County of Greenville, Assistant County Administrator | Grantee Representative |

| | | |
|--|--|---|
| <p>Treva C. Pernell 1781 Greenville County Circle Emporia, VA 23847 (434) 348-4232 tpernell@greenvillecountyva.gov</p> | <p>County of Greenville, Planning & Building Administrative Support Assistant</p> | <p>Filing/Secretarial Support</p> |
| <p>Lucretia Jones-Pegram 1781 Greenville County Circle Emporia, VA 23847 (434) 348-4213 ljpegam.wsa@greenvillecountyva.gov</p> | <p>Greenville County Water & Sewer Authority, Customer Account Asst.</p> | <p>Filing/Secretarial Support</p> |
| <p>Ricky Dunn 1781 Greenville County Circle Emporia, VA 23847 (434) 348-4127 rdunn@greenvillecountyva.gov</p> | <p>Housing Coordinator</p> | <p>Primary Contact for Housing Activity</p> |
| <p>Thad Thorpe 1781 Greenville County Circle Emporia, VA 23847 (434) 348-4143 tthorpe@greenvillecountyva.gov</p> | <p>Fiscal Technician</p> | <p>Finance</p> |

1. The Greenville County Board of Supervisors designates as its Section 3 Business and Employment Project Area the County of Greenville.
2. The Greenville County Board of Supervisors, its contractors, and designated third parties shall in utilizing Community Development Block Grant (CDBG) funds utilize businesses and lower income residents of the County in carrying out all activities, to the greatest extent feasible.
3. In awarding contracts for construction, non-construction, materials, and supplies the County of Greenville, its contractors, and designated third parties shall take the following steps to utilize businesses which are located in or owned in substantial part by persons residing in the County:

- (a) The Greenville County Board of Supervisors shall identify the contracts required to conduct the CDBG activities.
- (b) The Greenville County Board of Supervisors shall identify through various and appropriate sources including:

Independent Messenger

Greenville County Webpage: www.greenvillecountyva.gov

the business concerns within the County which are likely to provide construction contracts, non-construction contracts, materials, and services which will be utilized in the activities funded through the CDBG.

- (c) The identified contractors and suppliers shall be included on bid lists used to obtain bids, quotes or proposals for work or procurement contracts which utilize CDBG funds.
 - (d) To the greatest extent feasible the identified business and any other project area business concerns shall be utilized in activities which are funded with CDBG funds.
4. The Greenville County Board of Supervisors and its contractors and subcontractors shall take the following steps to encourage the hiring of lower income persons residing in the County:
 - (a) The Greenville County Board of Supervisors in consultation with its contractors (including design professionals) shall ascertain the types and

number of positions for both trainees and employees which are likely to be used to conduct CDBG activities.

- (b) The Greenville County Board of Supervisors shall advertise through the following sources

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the availability of such positions with the information on how to apply.

- (c) The Greenville County Board of Supervisors, its contractors, and subcontractors shall be required to maintain a record of inquiries and applications by project area residents who respond to advertisements, and shall maintain a record of the status of such inquiries and applications.
- (d) To the greatest extent feasible, the Greenville County Board of Supervisors, its contractors, and subcontractors shall hire lower income project area residents in filling training and employment positions necessary for implementing activities funded by the Community Development Block Grant (CDBG).
5. In order to document compliance with the above affirmative actions and Section 3 of the *Housing and Community Development Act of 1974, as amended*, the Greenville County Board of Supervisors shall keep, and obtain from its contractors and subcontractors, *Registers of Contractors, Subcontractors and Suppliers* and *Registers of Assigned Employees* for all activities funded by the CDBG. Such listings shall be completed and shall be verified by site visits and employee interviews, crosschecking of payroll reports and invoices, and through audits if necessary.

Duly adopted at the regular meeting of the _____ on _____, 20____.

Signature of Authorized Official

**Greenville County Board of Supervisors
Non-Discriminatory Policy**

The Greenville County Board of Supervisors or any employee thereof will not discriminate against an employee or applicant for employment because of race, age, color, religion, sex, national origin, disability or status as a protected veteran. Administrative and Personnel officials will take affirmative action to insure that this policy shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; rates of pay or other forms of compensation; and selection for training.

Duly adopted at the regular meeting of the _____ on _____, 2019.

Signature of Authorized Official

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN CERTIFICATION

The County of Greenville will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate income dwelling unit as a direct result of activities assisted with funds provided under the *Housing and Community Development Act of 1974*, as amended. All replacement housing will be provided within three (3) years of the commencement of the demolition or rehabilitation relating to conversion.

Before obligating or expending funds that will directly result in such demolition or conversion, the County of Greenville will make public and advise the state that it is undertaking such an activity and will submit to the state, in writing, information that identifies:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units is consistent with the housing needs of low- and moderate- income households in the jurisdiction.

The County of Greenville will provide relocation assistance to each low/moderate – income household displace by the demolition of housing or by the direct result of assisted activities. Such assistance shall be that provided under Section 104 (d) of the *Housing and Community Development Act of 1974*, as amended, or the *Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, as amended.

The County of Greenville FY 20-FY 21 project includes the following activities:

1. Rehabilitate 3 owner occupied single family structures
2. Substantially reconstruct 9 single family residential structures
3. Create 4 home ownership opportunities
4. Pave Moton Street with 2" VDOT SM-9.5A
5. Install 650LF of 30" RCP Storm Sewer Piping
6. Install (2) VDOT DI-3 Drop Inlets
7. Construct 432LF of VDOT CG-6 Curb Gutter
8. Construct 126LF of VDOT CG-9D Concrete Entrance
9. Regrade 1,600LF of existing Ditch
10. Install 144LF of 15" RCP Driveway Culvert
11. Install 120LF of 18" RCP Driveway Culvert
12. Construct 432LF of VDOT CG-6 Curb and Gutter
13. Install 4 street lights

The activities as planned will not cause any displacement from or conversion of occupiable structures. As planned, the project calls for the use of existing right-of-way or easements to be purchased or the acquisition of tracts of land that do not contain housing. The County of Greenville will work with the grant management staff, engineers, project area residents, and the Department of Housing and Community Development to insure that any changes in project activities do not cause any displacement from or conversion of occupiable structures.

In all cases, an occupiable structure will be defined as a dwelling that meets local building codes or a dwelling that can be rehabilitated to meet code for \$25,000 or less.

Signature of Authorized Official

Date

County of Greenville

Washington Park Community Development Program Phase VI

Housing Rehabilitation Program Design and Housing Rehabilitation Board By-Laws

**Duly adopted at the Regular Meeting of the Greenville County Board of
Supervisors on November 4, 2019.**

Signature of Chief Elected Official

**Washington Park Community Development Program, Phase VI
Housing Rehabilitation Program Design**

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GENERAL PROVISIONS

The County of Greenville has applied for and received funding from the Virginia Department of Housing and Community Development (VDHCD) for the Washington Park Community Development Program, Phase VI. The funds were obtained through the Community Development Block Grant (CDBG) Program. This project will improve the housing stock, eliminate existing storm water problems, install sidewalks, install curb and gutter, and construct a street connecting Ellington Street and Carver Street.

The entire Washington Park Housing Program shall be administered by the Southern Virginia Development Corporation (SVDC). SVDC is undertaking the Washington Park Program at the request of the Greenville County Board of Supervisors. The SVDC is providing these services without compensation; SVDC will be assisted by the County Staff. The County of Greenville is the VDHCD grant recipient and is ultimately responsible for the successful completion of the work.

The purpose of the Housing Rehabilitation Program (HRP) is to improve the living conditions of 14 LMI households by: (a) rehabilitating 3 existing single family residential structures (3 owner occupied), (b) substantially reconstructing 9 single family residential structures (4 Homeownership Opportunities, (3) clearing all debris, weeds, junk, inoperable vehicles and dilapidated structures from the project area, (4) providing homeownership counseling, and (5) providing a Home Maintenance Education Program.

The project area includes 5 houses on the southern side of Wyatt Street, Easter Street from House # 441 to House #639, The northern side of Moton Street. A map of the Project Area is attached as Appendix #1.

The Greenville Board of Supervisors has designated the SVDC Board of Directors as the Housing Rehabilitation Board (Rehab Board) for the Washington Park, Phase V Program. The SVDC Board of Directors consists of the Honorable Michael W. Ferguson (the Board of Supervisor's Member representing the Washington Park area) , Juanita Jefferson, Charles M. Veliky (Building Official), Robert Smith (Community Sparkplug), Robert Cain (Community Sparkplug), Alexander Grant, and Cynthia Batts. The Rehab Board has accepted this responsibility and will adhere to the policies and procedures contained in this document.

The object of the HRP is to provide households, which reside in the project area and that are eligible for CDBG program participation, with an opportunity to obtain safe, decent, affordable housing.

STAFFING

The Program Administrator (PA) is Linwood E. Pope, Jr., Director of Planning. Mr. Pope will oversee the day-to-day program activities, monitor compliance with all VDHCD criteria, and ensure all phases of the project are carried out in a fair and equitable manner.

The Loan Officer (LO) is Mrs. Brenda Parson, Treasurer of the SVDC and County Administrator of Greenville County. Mrs. Parson will handle mortgage liens,

amortization schedules, loan instruments, closing documents, received loan payments, service loans, conduct annual evaluations, and oversee any other financial issues.

The Rehabilitation Specialist (RS) is Mr. Brian Petty, the Greenville County Building Inspector. Mr. Petty will: complete rehab specifications, work write-ups, cost estimates, drawing, insure proper advertisement of the rehab projects, review all rehab bids, conduct field inspections, approve payment requests, and conduct other building related matters and conduct Housing Maintenance classes. Additionally, he will provide direction on the temporary relocation of project area residents during construction and the certification of contractors to the Rehab Board.

Mr. Ricky Dunn, with assistance from Ms. Treva Pernell (Planning and Building Administrative Support Assistant II) will also act as Housing Coordinator. These duties will include: verification of LMI status, recommend program participation to the Rehab Board, coordinate First Time Home Buyers Classes, and provide a direct point of contact for program participants.

The County Building Official (CBO) is Mr. Mike Veliky. Mr. Veliky will provide input on the resolution of complaints, approval of change orders, and requests for extensions of contract time. Mr. Veliky may also assist the Rehab Specialist with field inspections and the scheduling of rehabilitation projects. Mr. Veliky will conduct code related inspections when necessary.

The County Administrator is Brenda N. Parson. She is the Chief Administrative Official (CAO) of Greenville County and will be an integral part of the Management Team.

ELIGIBILITY REQUIREMENTS

The eligibility of project applicants shall be based upon a positive finding that the applicant meets residency requirements, income and asset limitations, property eligibility requirements, and program property eligibility requirements.

- A. Residency Requirements – An applicant must be the legal owner, or have control of the home that he/she is applying for improvement assistance. If applying as the legal owner, the applicant must own the property for a period of at least one year prior to making application. If applying as in control of the property, the applicant must demonstrate control by the payment of taxes and/or insurance for at least 2 years prior to making application. Beneficiaries shall maintain the property as their primary residence.
- B. Income and Asset Requirements –

1. The Rehab Board is responsible for approving the income eligibility of an applicant. All income shall be verified from third party source such as employers, social security offices, social services, W-2 forms, certified tax statements, etc.
2. The applicant household must have a Gross Income at or below 80% of the area median household income. This is referred to as Low to Moderate Income (LMI). The income limits are adjusted for family size, as published by the current HUD Section 8 guidelines. The guidelines are available from VDHCD and may change each year. The current guidelines required for program participation are:

| <u># of Persons/Household</u> | <u>Max Income</u> |
|-------------------------------|-------------------|
| 1 | \$32,150 |
| 2 | \$36,750 |
| 3 | \$41,350 |
| 4 | \$45,900 |
| 5 | \$49,600 |
| 6 | \$53,250 |
| 7 | \$56,950 |
| 8 | \$60,600 |

3. For the purposes of applicant eligibility, Gross Family Income shall be defined as the total income earned one (1) year prior to application from any source by all family members or other persons residing in the dwelling who are 18 years of age or older. Income shall include: a) all wages, salaries, tips, business proceeds, interest and dividends; b) all regular benefits payments from Social Security, retirement, pensions, disability, unemployment, worker's compensation, utility assistance, and welfare; and c) periodic and determinable payments from alimony/child support.

4. The value of all assets shall be defined as the current market value of an item minus the indebtedness of that item. The cash value of the assets of the applicant's household shall not exceed \$50,000. Assets shall include the following:

- a) cash on hand or in savings accounts;
- b) cash in checking accounts;
- c) cash value of stocks and bonds, insurance settlements, inheritance proceeds from sale of property, and all other investments;
- d) all other personal property excluding household furnishings, clothing, and one automobile per adult driving family member; and
- e) all real estate, other than the family's principal residence.

C. Equitable Distribution of Benefits --

1. Age, race, gender or status as a protected class will not be used as a basis for denying benefit to any income eligible applicant.
2. The HRP and/or its loan structuring programs may not act to deny reasonable benefit to minority, elderly or female-headed households.
3. The HRP shall not set aside funds or engage in any practices that will adversely affect the benefit of low-income, minority, elderly or female-headed households.

D. Prioritization of Applicants and Selection Procedures --

Each applicant will be required to complete an application to determine eligibility. The HPA shall meet with the client to verify location of the resident in the project area, income and assets. The HPA will verify all information supplied by the applicant via independent third party sources. If eligibility is determined, the application, with any necessary supporting documentation, will be submitted to the Rehab Board for final approval. Once approval has been determined by the Rehab Board, all applications will be ranked. The ranking of the houses will adhere to the following point system:

| <u>Housing Characteristics</u> | <u>Priority Points</u> |
|--|------------------------|
| Female-headed household with children under 18 | 1pt |
| Each dependent child under 18 years of age | 1pt |
| Elderly-headed households | 2pts |
| Handicapped individual | 2pts |
| Low income -- 50% of area median | 2pts |
| Housing unit poses safety threat to residents | 10pts |
| Structure lacks indoor plumbing | 2pts |

Those applicants who have the highest point ranking, until the approved number of applicants in each phase is met, will receive a letter indicating their approval for participation in the program. Those who do not meet the criteria shall receive a written explanation in a letter and will be reconsidered in the next phase.

E. Application Procedures

The following outlines the process that will be used in soliciting and finalizing program applications.

1. *Outreach and Solicitation Measures* – Information on the current community improvements and rehabilitation program will be provided. An initial neighborhood meeting will be held to discuss the housing component of the project.
2. *Time, Place and Method of Applying* – Applications will be completed with the homeowners in their homes or at a mutually convenient location. Applicants may contact the HPA or the Greenville County Building and Planning Office to request an application. The HPA will assist the applicant in the completion of the application and will verify, via independent third party sources, the info provided by the applicant.
3. *Application Review* - The PA will review the HPA verification information to determine if the process has met all of the requirements as set forth in the VDHCD Grant Manual. If the PA determines that the application has meet all of the CDBG criteria for inclusion in the housing program, the HPA shall be instructed to submit the application to the Rehab Board. The Rehab Board submission will include a recommendation to include the subject household in the Housing Program. The Rehab Board will, based on the provided information, approve or disapprove the applicant. Once an applicant has been approved and prioritized, the RS will act with all deliberate speed to bid the improvements to the approved unit. Approved or denied applicants will receive written notification of Board action within 10 days of their decision.
4. *Bid Approval* – Upon receipt of bids, the RS shall prepare and provide to the Rehab Board a complete summary of the bids received and a recommendation of the Contractor to be employed. The PA, HPA, and/or RS shall address any questions or comments of the Rehab Board. Contingent on approval by the Rehab Board, the RS shall work with the County Attorney to provide a construction contract that adheres to all DHCD requirements; including contract execution by the applicant. Additional information on construction contracts and methodology is located in the Contracting Procedures Section.

PROPERTIES ELIGIBLE FOR REHABILITATION

Suitable for Rehabilitation

A home must have a need for rehabilitation to be included in the CDBG program. A home Suitable for Rehabilitation must be a LMI occupied unit, which has deficiencies as defined by the DHCD Section 8 Housing Quality Standards (HQS). If those two conditions are met, up to \$25,000 may be used to rehabilitate houses, not including single wide mobile homes, to DHCD HQS. DHCD will allow the base cost for rehabilitation to increase to \$35,000 under the following circumstances:

1. Tests for the presence of lead-based paint, as outlined in the lead related regulations, reveal that all tested surfaces in the unit are lead free; with XRF
2. Or, there are at least four licensed lead abatement contractors available to bid on the job in question;
3. Or, that the unit was constructed after 1978.

The base limit may also be exceeded upon approved need for one or more of the following "exceptions": the unit lacks a working bathroom, the construction of extra bedrooms to relieve overcrowding, the installation of water/sewer service laterals, and/or providing handicapped accessibility.

In the event there exists a deteriorated unit such that it does not meet the requirements for suitable for rehabilitation, these units would be considered for substantial reconstruction or relocation (if appropriate). Such units will be deemed Unsuitable for Rehabilitation.

Substantial Reconstruction:

Units unsuitable for rehabilitation are defined as LMI occupied units, which exhibit major deficiencies that render rehabilitation unfeasible, undesirable and/or not cost effective. (i.e. the rehab cost would exceed the base of \$25,000, not including exceptions) Those properties deemed unsuitable for rehabilitation shall be addressed through Substantial Reconstruction.

In choosing to employ this alternative, the HRB will adhere to the following policies:

- The house must be owner-occupied, or considered to be owner-occupied via a Lease-Purchase Agreement with the SVDC.
- Substantial Reconstruction is a last resort after rehabilitation and relocation have been explored and documented as unfeasible.
- The house to be reconstructed must be documented clearly as unsuitable for rehabilitation and must be demolished within thirty (30) days of the completion of the new unit.
- The base bid excluding demolition, admin cost, (as listed in the Suitable for Rehabilitation Section) cannot exceed \$80,000. Exceptions are inclusive.
- For properties which are determined to be unsuitable for rehabilitation after submission of the application to DHCD, but prior to actual construction, the following process must be followed:

1. The RS must prepare a written itemized cost estimate of the repairs needed to bring the house to DHCD HQS and the cost must clearly exceed the limitations in the Program Design, or the RS must document that a structural condition exists which clearly causes the property to meet the definition of unsuitable for rehabilitation as set forth in the Program Design;
 2. The RS must prepare plans and specifications for the proposed substantially reconstructed house, and either prepare an itemized cost estimate or secure bids from contractors and suppliers of the cost of the proposed house;
 3. The cost of the proposed substantially reconstructed house must be *less* than the estimated cost of rehabilitating the existing house; and
 4. The Grantee must submit to DHCD the *Substantial Reconstruction Worksheet* for any house not previously identified as a SR in the original proposal. It provides the cost comparisons listed above. Attached to the worksheet the Grantee must submit the rehabilitation cost estimate (or description of the structural defect making the property unsuitable for rehabilitation) and the basis for the cost estimate of construction of the reconstructed house. In addition, a sufficient number of photos of the house proposed for demolition to document the interior and/or exterior condition of the house. See Appendix 2 for a copy of the worksheet.
- In the case where a contractor has physically begun rehabilitation and it is discovered that conditions are worse than expected, making the property unsuitable for rehabilitation, the SVDC may terminate the construction contract and proceed with substantial reconstruction. Prior to utilizing this option, the RS must: (1) make a written request to DHCD that explains the situation and (2) secure written approval of DHCD to implement the substantial reconstruction alternative. All work must be completed within DHCD cost limits;
 - The substantially reconstructed home may be either stick-built or a modular home which meets the Virginia Uniform Statewide Building Code (USBC).

A. Eligible Property Types

Eligible properties shall include owner-occupied (clear title), heir, investor-owned, and properties purchased by the SVDC that are designated for Homeownership Opportunities. All properties must have substantial need of rehabilitation. Substantial need shall be determined as the unit having one or more DHCD HQS deficiencies. **Cosmetic improvements do not apply with the program and are subsequently not allowed.**

Specific Property Types include:

1. Owner-occupied Property- Ownership for all properties must be verified and documented. Proper documentation must be obtained from the Greenville County Circuit Court Clerk's Office. Properties with unclear titles must be given the opportunity to correct the deficiencies and participate in the program. The PA will lend such assistance. The PA may make special requests of the Rehab Board in mitigating such circumstances. All improvements shall be secured by a lien, which must be recorded in the Circuit Court Clerk's Office. (See Financial Assistance Section for additional details.)
2. Heir Property - The following special conditions apply to heir property that is rehabilitated:
 - The applicant must be one of the heirs. The HPA will verify ownership of the property and determine whether the applicant is likely to have continued occupancy of the property. The applicant must demonstrate proof of control of the property by having paid insurance and property taxes for at least two years. In accordance with DHCD policy the following shall be followed:
 - a) All improvements shall be secured by a lien. (See Financial Assistance Section.)
 - b) A title search and opinion shall be made;
 - c) An effort shall be made to acquire clear title (in the name of the applicant) to the subject property. The HPA will conduct a title search, contact all known heirs and seek to record title in the name of the applicant.
3. Investor-owned Property – Investor-owned property is not eligible for Substantial Reconstruction. Additionally, the following conditions apply to investor-owned property that is rehabilitated:
 - a) All investment-owned property(s) to be rehabilitated must have a legally-recorded commitment between the SVDC and the investor-owner which states the following;
 - Eligibility is based upon the income of the tenant residing in the structure at the time of application;
 - The housing unit will be made available to LMI households at affordable rates for no less than 10 years.
 - All DHCD rehabilitation monies must be secured by a 10-year recorded Deed of Trust and Deed of Trust Note. The Deed of Trust Note requires that the owner make 120 monthly payments at 0% interest. The amount of each monthly payment is forgiven contingent on the structure being leased to an LMI household and all other requirements are followed. (See Financial Assistance Section.)
 - For ten (10) years, or the term of the Deed of Trust Note, whichever is longer, the rent charged shall not exceed the pre-rehabilitation rent, with the exception that it can be adjusted to cover increased costs to

the owner directly attributable to the rehabilitation work. Such costs may include increased property insurance, or increased real estate taxes. This rent amount charged to the tenant must be clearly established in the DHCD contract and a written minimum one-year lease agreement;

- The rent may not exceed, or be raised to exceed, the fair market rent for the area as defined by HUD.
- The established rental amount shall apply to all LMI renters for the entire program participation period, 10 years if there is no homeowner participation in rehabilitation.
- A legally-recorded commitment between the SVDC and the homeowner stating the housing unit will be provided to LMI households at affordable rates for no less than 10 years;
- Increases in the monthly rental amount during the lien period must be approved by SVDC and DHCD.

4. Life Rights - Occupants that hold life rights to property are eligible to be included in the housing rehabilitation process. In such cases, the owner of the property, not the occupants who have the life rights, is responsible for securing the loan. Should the individual(s) who have life rights cease to inhabit the property within the mandatory 10 year term of the loan, the owner of the property may either buy out the loan at full value, less what has been paid/forgiven, or the owner may find an eligible LMI occupant for the property.

5. Vacant Property - CDBG funds may not be used to rehab vacant property unless an LMI household has agreed to purchase the property and reside in the property full-time. Written approval must be received from DHCD prior to starting any vacant property activity.

6. SVDC Owned Units - The SVDC will purchased 4 units in the project area, which will undergo substantial reconstruction. The households occupying these units were afforded a LMI homeownership opportunity. The LMI project areas households were encouraged to purchase the substantially reconstructed units via a written contract. The contract included a 1-year transition period, during which the household was required to: make monthly payments to SVDC, properly maintain the property, attend/successfully complete homeownership classes provided for, or arranged by, SVDC, and seek commercial financing for the purchase of the unit.

Monthly Payments - The monthly payment will be approximately equal to the mortgage payment required for the unit. If the occupant opts to purchase the unit, all of the monthly payments, less the actual cost of insurance, real estate taxes, interest, and repairs resulting from neglect/abuse/excessive wear and tear will be applied as a down payment.

Property Maintenance - The RS will inspect each property on a quarterly basis and produce a written report on any property that is found to be deficient. The

occupant will be informed in writing of the deficiencies and must immediately address all problem areas.

Homeownership Classes - Homeownership classes will be provided by SVDC with a minimum of 8 hours of instruction time. The head of each household, or a designated adult member of the household, will be required to attend. It is recommended that all adult members of the household attend each class offered. The classes will be conducted at convenient times and locations to accommodate (to the extent reasonably possible) the participants. The individual conducting the classes shall supply a written report on the curriculum, attendance, participation, and successful completion. All programs provided must meet the requirements of DHCD.

Financing - Each household will be required to seek commercial financing for the purchase of the substantially reconstructed unit. The purchase price for each unit will be the cost incurred by the average cost to SVDC to purchase the original rental units, plus additional construction costs requested by the occupant. (Occupant requested improvements are subject to review by the Rehab Board.) Additional construction items shall include, but not be limited to, porch enlargement, and storage sheds. The HPA will assist the occupants with the commercial financing application process. Any household that is unable to obtain commercial financing at competitive rates may obtain financing from the SVDC. SVDC shall provide financing at an interest rate not to exceed 8% for a term of approximately 15 years.

During the 1-year transition period the household will be evaluated to determine if it is an acceptable candidate for the homeownership program. The evaluation methods to be used will be:

(1) a satisfactory payment history. The LO shall keep a record of all payments and supply a written report to the HPA on any household that does not fulfill their financial obligation. The HPA will prepare a monthly written report and provide it to the SVDC. The report will document any household that is 2 or more months behind in their lease/payment payments.

(2) satisfactory maintenance of the property. The RS shall supply the Rehab Board with written reports on maintenance problems and the steps that the occupant(s) has taken to correct the situation.

(3) satisfactory participation in all Homeowner Training Classes. The instructor(s) shall supply written reports to the Rehab Board on any household that is failing to meet the training obligations.

(4) satisfactory progress in seeking commercial financing for the purchase of the unit. The HPA shall supply a written report to the Rehab Board on any household that is not fulfilling this obligation.

(5) other issues deemed relevant by the Rehab Board. Such as, reports from law enforcement agencies regarding criminal activity.

Any household that is deemed to be performing poorly will be provided written documentation on the deficiencies and be intensely monitored/counseled. Monthly progress reports on all poorly performing households will be provided to

the Rehab Board and/or the SVDC. Based on the evaluation items listed above, the Rehab Board may terminate participants from the homeownership program. Any household that is terminated from the program will receive counseling in locating suitable replacement housing and given a minimum of 30 days to vacate the unit. It is the intent of the program to create homeownership; accordingly, the termination of a household is the option of last resort and will be used as such.

Termination from the Homeownership Program shall be seriously considered when a household is:

- late on 3 monthly payments within the 12-month transition period;
- or, is in arrears in an amount equal to or greater than 2 monthly payments during the 12-month transition period;
- or, has received 2 or more property maintenance violations within the 12-month transition period;
- or, has failed to complete the required 8 hours of Homeownership Classes;
- or, has failed to seek commercial financing, evidenced by providing an approval letter, or 3 denial letters from area lending institutions;
- or, has been convicted of criminal activity during the 12-month transition period;
- or, has exhibited credit difficulties during the 12-month transition period that are inconsistent with the future financial responsibilities associated with homeownership.

At any time during the 1-year transition period the occupant may elect to discontinue their participation in the program. The occupant must supply written notice to the HPA of such a request. The HPA will investigate the situation and supply a written report at the next SVDC meeting. Upon action by the SVDC that allows the occupant to discontinue their participation in the program, the unit must be vacated within 30 days of the SVDC decision. The SVDC may not unreasonably withhold approval to discontinue participation in the program.

If a unit is vacated for any reason, another appropriately sized LMI family shall be offered an opportunity to participate in the Homeownership Program. The replacement household will be selected by the Rehab Board (RHB). It will determine the order in which households are placed into vacant units.

The RHB may provide a preference to applicants that have been displaced from the Washington Park area since June 1, 2001. The Washington Park area is defined as those areas of Greenville County platted as sections of the Washington Park Subdivision. Households displaced from the area as a result of eviction, failure to pay rent, destruction of property, incarceration, imposition of restraining orders, or other issues, which were a direct result of the applicant's actions, will not receive a preference in the assignment of vacant units.

The RHB will utilize a scoring system for the placement process. Points will be awarded for criteria such as: (1) the number of years of residency of each household member in the Washington Park area, (2) female-headed households,

(3) household size, (4) households on fixed incomes, (5) households with low and/or very low income, (6) households displaced by fire/flood/storm damage, (7) the reason(s) for displacement, (8) and other objective factors. A copy of the scoring sheet is attached as Appendix #3.

The Rehab Board must approve all households selected for program participation. The Rehab Board will insure that vacant units are assigned in a fair and equitable manner.

At the conclusion of the 12-month transition period households that wish to become homeowners **and** that have meet all of the evaluation criteria listed above must execute the surety documents required by VDHCD. They must also pay SVDC the outstanding balance due on the property; **or**, if the household is unable to locate commercial financing, execute surety documents to SVDC for the outstanding balance.

REHABILITATION STANDARDS

The HRB will ensure that all properties rehabilitated through the CDBG Program will be rehabilitated to DHCD's Housing and Quality Standards (HQS) and cosmetic improvements will not be made with CDBG funding. The HRB will review and approve the work write-up for each unit that receives housing rehabilitation or is substantially reconstructed.

The Rehab Board, with assistance/direction from the RS and PA, will insure the DHCD HQS are carefully followed. A complete list of all HQS requirements will be included in the files and will be checked for accuracy by the PA.

DHCD Housing Quality Standards include:

1. All properties must be inspected for termite and other structural infestation by a licensed exterminator (if infestation is discovered, treatment must be provided).
2. All chimneys must be inspected thoroughly for structural damage, including loose masonry units and open mortar joints, and for blockage of flue. All damaged chimneys must be repaired. Chimneys with substantial blockage must be cleaned.
3. All debris, abandoned vehicles, and derelict buildings must be removed from property. The owner should remove whatever they are physically able to remove.
4. A certified electrical inspector must inspect meter, wiring, fixtures, and all other electrical appurtenances. Unsafe components must be replaced. All exposed wiring, switches, and light bulbs in living areas must be encased.
5. All homes must be equipped with a smoke detectors installed in conformance with the Virginia Uniform Statewide Building Code.
6. Each home must be weatherized with at least R-38 ceiling insulation and R-19 floor insulation, and all windows and doors must be caulked and weather-stripped.
7. All homes must be tested before and after rehabilitation for air infiltration by means of a Blower Door. Air infiltration through sidewalls must be mitigated where found. Weatherization measures should be designed to meet the minimum air flow of 1,500 CFM and weatherization targets established by the Weatherization Guidelines.
8. Homes inhabited by handicapped or elderly persons must be analyzed as to the special physical needs of such persons. Improvements such as widened doorways, ramps, level entry at doorways, and grab bars in bath must be installed where appropriate. All improvements shall conform to the ADA guidelines for residential structures. All remaining HQS are based upon Section 8 and DHCD requirements.

RELOCATION

Temporary relocation of occupants during construction may be necessary during this project. The HRB shall approve temporary relocation assistance. In order to receive board consideration, the circumstances for temporary relocation must be due to: (1) severe inconvenience to the homeowner due to construction or (2) the likelihood of lead paint which presents danger to the occupants. Each case will be presented to the HRB with supporting documentation from the RS and occupant. Temporary relocation will be provided after all other options have been thoroughly investigated. All temporary relocations will be applied to all participants in a fair and consistent manner.

If temporary relocation is determined to be necessary and approved by the HRB, a temporary house will be provided in the project area by the SVDC. The temporary unit will conform to all DHCD Section 8 HQS. No rent will be charged to the occupant utilizing the temporary unit and assistance will be provided for moving personal belongings. DHCD allows a maximum of \$2,000 per unit for relocation; no out-of-pocket expenses are anticipated for temporary relocation.

FORMS OF FINANCIAL ASSISTANCE AVAILABLE

All rehabilitation loans, including loans generated via the homeownership opportunities, shall be amortized over a ten-year period at a zero (0%) interest rate. All loans must be recorded in the Clerk's Office of the Circuit Court of Greenville County and secured by a promissory note requiring the beneficiary to make 120 monthly payments over ten (10) years. The amount the beneficiary pays is determined by the ability-to-pay calculation. The ability-to-pay calculation shall be completed by the HPA and reviewed by the Rehab Board.

The difference between what the beneficiary pays (as determined by the ability-to-pay calculation) and the actual amount of the amortized loan must be forgiven each month. The forgivable term must run concurrently with the repayment period. In the event the property is sold prior to the end of the loan, the outstanding loan amount must be repaid. A Deed of Trust shall secure all rental properties in conformance with the requirements as previously set forth for investor-owned properties.

Establishing Ability-to-Pay:

Forgivable loans shall be offered based on the Ability-to-Pay (ATP) of the occupants in the household as determined and provided in the housing assistance application.

Repayment ability shall be calculated by using the following formula:

- Step 1. Yearly Gross Household Income *minus* (\$480 per dependent *plus* \$400 per elderly family (age 62 or older) *plus* other deductibles as allowed by CDBG) equals the **Adjusted Gross Income**.
- Step 2. Adjusted Gross Income *divided* by 12 equals the **Monthly Income**.
- Step 3. Owner-Occupied Units:
 Monthly Income *multiplied* by 25% equals **Monthly Income Available for Housing**

Step 4. The minimum repayment is \$25.00 unless waived by DHCD.

Rental Units:

Monthly Income *multiplied* by 35% equals **Monthly Income Available for Housing**. DHCD does not require repayment for rental units.

CDBG COST LIMITS

CDBG sets forth the following cost limits:

- Suitable for rehabilitation - \$25,000.00 – assumes the property to be rehabbed is a 2 bedroom, 1 bath structure with adequate access to water and sewer. Or, \$35,000 is the unit for rehab is post-1978 or pre-1978 meeting specific lead-based paint requirements as detailed on page 8.
- Substantial Reconstruction - \$80,000.00- assumes that the replacement house will be a 2 bedroom, 1 bath structure with adequate access to water and sewer.
- Structures that do not meet the assumptions above are eligible for the actual documented cost of the following exceptions, are inclusive.
 1. extra bedrooms to relieve overcrowding
 2. handicapped accessibility
 3. a working bathroom
 4. adequate water and sewer access

Exceptions must be bid as alternates and have a contract separate from the rehab base bid contract. Demolition is not an exception and must be placed in the budget as a separate line item.

Within the parameters of the above requirements, the following types of financial assistance may be used:

- Amortized Loans – A straight amortized loan using only CDBG funds must meet the requirements as described above.
- Loan Leveraging – CDBG funds may be used to leverage other public or private funds to increase the amount of the overall loan and increase the amount of work to be completed; thereby, increasing the value of the property. To do this, CDBG funds may be blended with leverage funds. The security and re-payment of the leveraged funds may extend beyond the life and amount of the CDBG requirements, but CDBG funds must be secured for 10 years and for the value of the work that is being funded by CDBG. **NOTE** – the resident's ability-to-pay cannot increase as a result of additional leverage funds. However, payments may extend beyond 10 years.
- Program Income – Program income, if generated, will be handled in accordance with the Program Income Plan. A copy of the Program Income Plan is attached as Appendix 4.

CONTRACTING PROCEDURES

The following process will be used in bidding and determining contract awards. All contract procedures will adhere to the Virginia Public Procurement Act.

A. CONTRACTOR'S QUALIFICATIONS- Contractor's shall have a minimum of the following qualifications:

- All contractors must be pre-qualified in order to bid on the work. Pre-qualification will be handled by the Greenville County Building and Planning Department and VDHCD. The RS will supply the Rehab Board with a list of contractors that have successfully completed the requirements. The Rehab Board will review each contractor's qualifications and certify eligibility to bid on the work. The RS, as he deems appropriate, may present additional contractors to the Rehab Board for certification at any meeting of the Rehab Board.
- Either be bonded or show proof of adequate credit. Proof of adequate credit will eliminate the bonding requirement.
- Must carry a minimum of \$300,000 of bodily injury and \$100,000 property liability insurance prior to contract award. Proof of insurance will be kept at the Greenville County Building Official's office. It shall be updated as appropriate.
- Must be licensed as a class A or B contractor.
- Must be certified in lead-based paint removal.

B. BIDDING – the following process will be followed in all bidding associated with the housing program:

- All certified contractors must be notified in writing when specs and drawings will be available for each phase of the housing rehabilitation project.
- A pre-bid conference will be held for each phase of the project. The pre-bid conference shall explain and answer the work write-up elements, the bid process, the construction process and any other pertinent items.
- Generally speaking, each bid phase will contain 2-4 houses.
- Except where evidence indicates a contractor can complete more than two houses within 60 days, contractors will be awarded no more than two houses at a single time.
- All elements of the housing rehabilitation, which do not fall within the standard housing bid, are bid exceptions and must be placed under a separate contract for work. However, they do not need to be bid separately. Exceptions may not exceed \$25,000 beyond base bid and include the following: (1) a bedroom to eliminate overcrowding; (2) a working bathroom; (3) providing for handicapped accessibility; and (4) installation of water/sewer service laterals.

- Contractors shall have at least 10 days between the solicitation requesting bids and the deadline to submit bids.
- Rehabilitation cost estimates must be completed prior to bids for each structure to ensure that the work can be accomplished within the required financial parameters.
- The HRB has the right to reject any and all bids.
- Bids shall be opened publicly with at least two witnesses.

C. AWARDING OF CONTRACT- the following policies will be followed in contract awards:

- The RS shall collect and review the bids. He shall make a recommendation regarding award of the contract to the HRB.
- Following HRB approval, the RS will provide written correspondence notifying contract award.
- Rehabilitation contract award letters must include wording stating the unit number, the contract amount, and the contract time.

D. CONSTRUCTION

- A pre-construction conference will be scheduled for the contractor, homeowner/tenant and RS. A general discussion of responsibilities will be covered. Contracts and legal documents will be signed and a Notice to Proceed will be issued to the contractor. The contract must include the unit number, the contract amount, the contract time, the contractor's State License Number, a copy of the construction appeals/complaints procedure, and language stating that the contractor will abide by Federal Construction Requirements. It must also reference the drawings/specifications upon which the bid was predicated.
- Prior to construction, the property must be cleared of trash and debris including, junk cars and appliances. The household receiving the housing improvement is encouraged to clear the property and ready the site for construction activities. If the participating household is physically unable or unwilling to undertake such activities, the SVDC shall employ a contractor for such purposes.
- The maximum length of the contract is sixty (60) days from the receipt of a Notice-to-Proceed, unless the Rehab Board approves a written extension. Weather related delays shall be dealt with on a case-by-case basis. Accepted industry practices shall be utilized in the assignment of any such extensions. Time extensions shall be recommended to the Rehab Board by the RS and change order completed.
- Requests for change orders must be submitted to the RS. They must be reviewed/approved by the PA. The HRB must be provided with written notification that such action has been taken. The written communication must clearly define the situation and the actions taken. All change orders must receive prior DHCD approval.

- All work and materials shall carry a one-year warranty.
- All work and materials shall be in conformance with design plans and specifications.
- All work and materials whether installed by the General Contractor or his subcontractors shall not carry a lien upon the property. The General Contractor shall be totally responsible for materials and workmanship of his subcontractors including cleanup.
- The RS will perform weekly inspections of the work. Written documentation of these inspections will be provided for files. These inspections will occur as to not hamper construction.
- The RS will be consulted whenever there is a question concerning work or when questions arise from the homeowner.

E. PAYMENTS

- The LO, RS and PA will be responsible for assuring contractors are paid in a timely fashion.
- Payments will be made to the contractor when 33%, 66%, 95% and 100% of the work has been satisfactorily completed.
- It is the Contractor's responsibility to issue a formal written request for payment. The request must supply adequate documentation for each specific request. The RS shall review all requests for payment in a timely manner and inform the contractor if additional information is required.
- The RS **and** the PA must sign-off on the Payment Release Form prior to submitting the invoice to the LO for payment.
- Payments made to the contractor will be from an account maintained by the SVDC.
- Retainage equal to 5% of the contract award, will be held until the homeowner/occupant, RS, PA and occupant concur that the project is complete.

F. COMPLETION

- The following work must be submitted and completed before final payment to contractor is authorized:
 - Final DHCD HQS Inspection
 - Owners Statement of Satisfaction
 - Pest Treatment Certification
 - Punch list
 - Certificate of Occupancy Permit
 - Lien Waivers
 - Blower Door Test Results
 - Executed Change Order
 - Chimney certification, if applicable

COMPLAINT AND APPEALS

All complaints will be handled in an even-minded, diplomatic manner designed to identify and resolve the real problem. All complaints will be brought to the attention of the HRB and the SVDC. The following procedures will be used by the HRB in dealing with complaints, disputes and appeals to program denial:

Written Complaints:

The PA will investigate any written complaint and respond to it. Appeals of the PA's decisions must be addressed, in writing, to the HRB. (Note – Contractor complaints, disputes, and/or appeals may involve use of the local Building Code Board of Appeals.) The HRB's decisions may be appealed to the local Chief Administrative Official (CAO). Appeals of the CAO's decision can be addressed to the Greenville County Board of Supervisors. Lastly, decisions of the Greenville County Board of Supervisors must be addressed, in writing, to DHCD. The appeal must include a copy of all correspondence that has taken place to date. The appeal must identify the problem and the desired solution. DHCD will investigate the complaint and respond, in writing, in a timely matter.

All written complaints and appeals must be addressed within fifteen days of receipt and resolved within thirty days. All responses must be in writing and must include an explanation of the reason(s) for the decision reached, information on the next step in the appeals process, and how many days from the receipt of the notice the complainant has to appeal any decision.

If a complainant requires assistance in putting his or her complaint in writing, the HPA will make assistance available. The same methodology will be used for appeals.

Denial of applicant to program-

Persons whose rehabilitation program applications have been denied will be notified in writing with an explanation of denial. The applicant has fifteen days from receipt of the denial letter to make a written appeal to the PA. It shall be the responsibility of the PA to coordinate the review the complaint and inform the HRB of the appeal. The PA will relay to the HRB all relevant information, letters, etc. If the situation is not resolved to the satisfaction of all parties, appeal may be made to the CAO/Board of Supervisors/DHCD as stated above.

Construction Appeals/Complaints-

Should the homeowner have a grievance against a contractor, or concerning workmanship of any rehab elements in the home, such complaint should be taken first to the RS. The RS will facilitate problem resolution between the parties. If a solution cannot be achieved informally, the parties will be advised to submit their complaint (in writing) within 15 days to the Certified Building Officer. If the CBO cannot

adequately mitigate the construction issue, the matter shall be referred to the PA. If the situation is not resolved to the satisfaction of all parties, appeal may be made to the CAO/Board of Supervisors/DHCD as stated above.

Post-Construction Appeals/Complaints-

Once a construction project has been completed, a one-year warranty will be in effect. During the one-year period the program participant must address complaints directly to the responsible general contractor. The participant must copy the RS on all communications with the general contractor.

If the situation is not addressed to the satisfaction of the participant the RS will review the situation and seek a solution acceptable to all parties. If the RS is unsuccessful the appeal process shall be made to the CBO. If the CBO is unsuccessful the appeal may be made to the PA, CAO/Board of Supervisors, DHCD as stated above.

Details of the complaint procedure will be clearly outlined in all contractual materials. A record of all written complaints, appeals and decisions must be kept in the contract files.

HOME MAINTENANCE EDUCATION PROGRAM

Home Maintenance Education will be provided to every household receiving DHCD/CDBG funds. The program will be administered and provided by a Housing Consultant. The Home Maintenance program will include the following elements:

- An explanation of how the heating system, plumbing, electrical, water heater systems operate; description of proper use of and types of maintenance procedures necessary to ensure proper working function; and description of common problems and solutions.
- An explanation of proper cleaning and servicing (to include routine, annual or seasonal) procedures; shall be undertaken by providing visual presentation when applicable;
- Home financial maintenance instruction to include: establish and maintain a checking and savings account, how to select and purchase insurance coverage, establish and maintain a reasonable housing budget based on size and structure of household, and how to recognize/avoid predatory lenders.
- Provide hands-on training that is personal and tailored such that each participant will receive in-depth information about various systems in their home. This training shall be provided by the RS and be conducted in the home that the household will occupy.
- An explanation of the use of public water and sewer facilities, including; the location of interconnection with the public system, the public system's responsibilities and the home owner's responsibilities.

The Home Maintenance Education Program shall not exceed \$250 for rehab and/or substantial reconstruction.

LAWS, ORDINANCES, AND REGULATIONS

In addition to provisions outlined herein, all Federal, State, and Local laws, ordinances, and regulations, shall strictly apply to this Project. Any portion of this Program Design found to be inconsistent or incompatible with applicable laws, ordinances or regulations shall be deemed inappropriate and altered to reflect the needed changes once written approved by the HRB. As such, this document may be amended as necessary to ensure compatibility and compliance with all applicable regulations, laws and ordinances. This document may also be altered to reflect changes in the design and administration of the CDBG program as provided by the Virginia Department of Housing and Community Development. Such changes may also be reflected in contractual agreements between DHCD, the County of Greenville and the SVDC.

BY-LAWS
SOUTHERN VIRGINIA DEVELOPMENT CORPORATION
HOUSING REHABILITATION BOARD

ARTICLE I MEMBERSHIP

Section I Membership of the Washington Park Community Development Program, Phase V, Housing Rehabilitation Board will consist of the following individuals:

The Honorable Michael W. Ferguson, Juanita Jefferson, Charles M. Veliky, Robert Smith, Robert Cain, Alexander Grant and Cynthia Batts.

The above members of the Housing Rehabilitation Board were appointed by the Greenville County Board of Supervisors on November 4, 2019 via formal Board action.

ARTICLE II DUTIES AND FUNCTIONS

Section I Committee members shall meet to perform the following functions as part of the Washington Park Housing Rehabilitation Project:

- a. Approve the eligibility of participants in the program.
- b. Prioritize the applications in each phase of the housing rehabilitation.
- c. Review and approve all requests for temporary relocation assistance.
- d. Review and approve the contractors eligible to bid on the housing construction.
- e. Review and approve the work write-ups for each structure to be rehabilitated or substantially reconstructed.
- f. Approve the award of contract for each structure to be rehabilitated.
- g. Assist in the successful mitigation of complaints regarding the housing rehabilitation program.
- h. Monitor the progress and performance of the Program Administrator, the Loan Officer, the Housing Rehab Specialist, and the Housing Program Administrator.

Section II Regularly schedule meetings shall be held and set forth by the Rehab Board. Special Call Meetings can be requested by any member of the Rehabilitation Board. A minimum of three (3) business days notice must be given to each member of the Rehabilitation Board prior to convening a Special Call Meeting.

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For
Project Area Map**

Substantial Reconstruction Worksheet

Property Address: _____

Square Footage (*current home*): _____ Lot size: _____

Square Footage (*substantial reconstruction*): _____

A. Estimated Cost of Rehab (Attach Cost Estimate and
HQS Inspection Form) _____

B. Estimated Cost of Substantial Reconstruction _____

C. Alternatives to Substantial Reconstruction and costs associated:
(*Check all that apply*)

_____ Relocation was offered to the family
_____ Supplemental funding is not available at this time to rehab
the home at costs that exceed DHCD limits
_____ Other (explain) _____

The homeowner understands and agrees that the plans for a substantially reconstructed house have been reviewed and the Program regulations state that if the current home, listed above, has too many deficiencies to be rehabilitated within the cost limits, it may be demolished and reconstructed.

Homeowner

Date

Program Administrator

Date

DHCD Approval

Date

Property Address: _____

**Washington Park Housing Selection Committee
Scoring Sheet
For Homeownership Program**

Date: _____

Applicant

Name: _____

Address: _____

Phone: _____

| <u>Category</u> | <u>Possible Pts</u> | <u>Pts Awarded</u> |
|--|---------------------|--------------------|
| 1. Family Size | _____ | _____ |
| 2. Number of Children | _____ | _____ |
| 3. Elderly Household Members | _____ | _____ |
| 4. Disabled Household Members | _____ | _____ |
| 5. Female Headed Household | _____ | _____ |
| 6. Current Housing Status | _____ | _____ |
| 7. Current Housing Condition | _____ | _____ |
| 8. Ability to Fund Mortgage | _____ | _____ |
| 9. Interview/Others Factors | _____ | _____ |
| 10. Residency History in Washington Park | _____ | _____ |

NOTES: _____

Virginia Community Improvement Grant Program Income Plan

Grantee: Greensville County

Date: October 2019

Project Name: Washington Park Phase VI

Contract #: tbd

OBJECTIVE: To expend active and inactive program income generated from the Washington Park Phase VI Community Development Project in a manner that will directly benefit low- to moderate-income residents of Greensville County and in accordance with all VDHCD requirements.

1. ACTIVITIES: To improve the living conditions of eligible LMI persons by bringing their housing units into conformance with the VDHCD Housing Quality Standards and the appropriate building code requirements; additionally, to provide Home Ownership Opportunities to LMI households in Greensville County. All activities must be eligible expenditures as described in the VDHCD Grant Management Manual.

Active program income: Active income is income received as a result of program activities prior to administrative closeout of the CDBG Grant Agreement. If the total exceeds \$25,000 in any of the successive 12-month period of the CDBG Grant Agreement, the funds shall be used to reduce drawdowns for eligible project expenses. If the amount does not reach \$25,000, it will be accumulated and used for eligible project costs in excess of the Project Budget with the permission of DHCD. Active income on-hand at the end of the Project Budget will be used to reduce drawdowns or returned to DHCD. Active income will be used for the same CDBG activities as approved in the CDBG Grant Agreement.

Inactive program income: Inactive income is all revenue received as a result of CIG activities after Administrative Closeout. Income shall be used to continue the same eligible CIG activities as long as LMI households in the project area have unmet needs. After all needs are met in the project area, inactive income will be used for the following purposes:

- a) Inactive program income may be used for actual administrative costs. *At the time the program income is expended*, 10 percent of the expended program income may be allocated for administrative purposes;
- b) Up to \$5 per loan per month as a service fee to offset the cost of loan collection;
- c) To rehabilitate or substantially reconstruct housing units for LMI households; including, the installation of water and sewer laterals.
- d) To be used as assistance for first-time homebuyers. Such assistance may only include up to 25% in down payment assistance, reasonable closing costs normally associated with the purchase of a home (including paying discount points to the lender), principle write-down assistance subsidize interest rates, finance acquisition and mortgage insurance.

Program income will be used only for applicants whose household incomes are at or below 80% of the County's median income.

Revolving loan fund proceeds will be paid to contractors and suppliers only and made upon completion of work for paid labor and at the start of a project for materials.

Program income may not be used for the installation of sewage systems using "pump and haul systems".

2. TIME FRAME: Program income covered by this plan will be derived from direct 0% interest loan repayment over estimated average of 10-year period for all rehabilitation and substantial reconstruction projects.
3. PROJECT AREA: All activities will be carried out in the Washington Park, Phase V project areas as described in the project files by map and narrative.

All projects funded with program income generated from the CIG #14-12, CIG #18-13 and CIG #16-03 will be located within the project area until there is no more need. Thereafter, the projects will be located within the County of Greenville.

4. FUNDS TO BE AVAILABLE: It is not anticipated that any active or inactive program income will be produced on this project; however, if funds become available they will be governed by this Plan.
5. DECISION MAKING: Program Income decisions will be made by the Southern Virginia Development Corporation (SVDC), a local non-profit housing improvement group, will decide on the use of program income, based upon the Program Design guidelines. The Board will receive regular financial reports showing all income earned and expended. The Board will approve and track all applications and contracts and ensure proper documentation of the usage of funds. Requests will be submitted to and reviewed by the Board at its monthly meetings. Majority vote will be required to approve the use of funds. A list of the current Board Members is listed in the Housing Program Design for the Washington Park, Phase V Program.
6. ADMINISTRATION: The SVDC Treasurer will be responsible for receiving direct loan payments. The funds will be deposited in interest-bearing escrow account and identified as revenue or expenditure. Funds will be accounted for separately on the SVDC balance sheet. Program income exceeding \$25,000 in one year will be reported to DHCD's Financial Analyst regarding receipt and expenditure.

Records will be kept on a twelve-month contract year basis. Records will show the amounts due and received monthly by client's name, separated by active/inactive and by contract number, and the income expended annually. Copies of source documentation will be placed in the appropriate client file.

The SVDC will implement the activities in accordance with the Project Management Plan, the Program Design and the Grant Management Manual. The VA Procurement Act will be followed. The SVDC will ensure compliance.

I certify that this is the plan of the locality for use of income derived from the Community Improvement Grant Program after the current contract expires. I further certify that the governing body Board fully intends to carry out this plan, to oversee its implementation and assures that no other use of these funds will be allowed. I certify that the SVDC will budget program income funds in a separate, distinct account and will maintain records documenting the use of those under the *Home Improvement Partnerships Act*, as amended and Title I of the *Housing and Community Development Act of 1974*, as amended. I understand that the Virginia Department of Housing and Community Development may review the receipt and expenditure of program income funds.

Brenda Parson, County Administrator

Date

**RESOLUTION #20-52
WASHINGTON PARK COMMUNITY DEVELOPMENT PROGRAM
PHASE VI**

WHEREAS, Greenville County wishes to apply for Virginia Community Development Block Grant funds for the Washington Park Community; and

WHEREAS, the funds will be for Housing Rehabilitation and Infrastructure improvements; and

WHEREAS, it is projected that 26 residents in the Washington Park Community will benefit from the implementation of this project, of which 22 will be low-and moderate-income persons; and

WHEREAS, Greenville County is requesting \$1,377,276 in Community Development Block Grant Funds from the Virginia Department of Housing and Community Development; and

WHEREAS, Greenville County will expend funds in the amount of \$50,453 as 'in kind' contributions; and

WHEREAS, Greenville County will expend funds in the amount of \$63,700 as cash contributions of which \$39,000 will be expended in FY 2020 and \$24,700 will be expended in FY 2021; and

WHEREAS, the Southern Virginia Development Corporation will expend \$86,000 as cash contributions; and

WHEREAS, the total Washington Park Community Development Program's budget is \$1,577,429.

NOW, THEREFORE, BE IT RESOLVED that Brenda N. Parson, Greenville County Administrator is hereby authorized to sign and submit appropriate documents for the submittal of this Virginia Community Development Block Grant Proposal.

Michael W. Ferguson, Chairman
Greenville County Board of Supervisors

ATTEST:

Denise A. Banks, Clerk
Greenville County Board of Supervisors

Adopted this 4th day of November, 2019.

Greensville County Project Budget for Washington Park Community Development Program, Phase VI

October 29, 2019

| BUDGET LINE ITEM | IDIS # | TOTAL BUDGET | CDBG BUDGET | NON-CDBG BUDGET | NON-CDBG SOURCE |
|--|--------|---------------------|---------------------|--------------------|--------------------|
| ADMINISTRATION | | | | | |
| Administration | | 74,000.00 | 34,000.00 | 40,000.00 | G'ville Co In-Kind |
| Audit | | 400.00 | | 400.00 | G'ville Co Cash |
| Advertising | | 3,000.00 | 3,000.00 | | |
| Legal | | 4,000.00 | 4,000.00 | | |
| Postage and Office Supplies | | 2,000.00 | 2,000.00 | | |
| Workshop Expenses and Travel | | 2,500.00 | 2,500.00 | | |
| Project Sign | | 500.00 | 500.00 | | |
| Subtotal | | 86,400.00 | 46,000.00 | 40,400.00 | |
| OWNER OCCUPIED HOUSING REHABILITATION | | | | | |
| Home Maintenance Education Program | | 600.00 | 600.00 | | |
| Lead Insp/Clearance | | 300.00 | 300.00 | | |
| Landfill Fees | | 300.00 | | 300.00 | G'ville Co Cash |
| 3 Rehabs | | 65,000.00 | 65,000.00 | | |
| Rehabilitation Specialist | | 6,500.00 | 6,500.00 | | |
| Subtotal | | 72,700.00 | 72,400.00 | 300.00 | |
| OWNER OCCUPIED SUBSTANTIAL RECONSTRUCTION | | | | | |
| Landfill Fees | | 30,000.00 | | 30,000.00 | G'ville Co Cash |
| Permit Fees | | 1,150.00 | | 1,150.00 | G'ville Co In-Kind |
| Demo (5 Houses) | | 35,000.00 | 35,000.00 | | |
| 5 Substantial Reconstruction | | 400,000.00 | 400,000.00 | | |
| Asbestos | | 4,000.00 | 4,000.00 | | |
| Rehabilitation Specialist | | 40,000.00 | 40,000.00 | | |
| Home Maintenance Education Program | | 1,000.00 | 1,000.00 | | |
| Subtotal | | 511,150.00 | 480,000.00 | 31,150.00 | |
| HOMEOWNERSHIP CREATION | | | | | |
| Demo (4 Houses) | | 28,000.00 | 28,000.00 | | |
| 4 Substantial Reconstruction | | 320,000.00 | 320,000.00 | | |
| Home Maintenance Education Program | | 800.00 | 800.00 | | |
| Asbestos Testing | | 3,200.00 | 3,200.00 | | |
| Rehabilitation Specialist | | 32,000.00 | 32,000.00 | | |
| Landfill Fees | | 24,000.00 | | 24,000.00 | G'ville Co Cash |
| Permit Fees | | 920.00 | | 920.00 | G'ville Co In-Kind |
| Legal Expenses | | 9,000.00 | | 9,000.00 | G'ville Co Cash |
| Property Acquisition | | 86,000.00 | | 86,000.00 | SVDC |
| Subtotal | | 503,920.00 | 384,000.00 | 119,920.00 | |
| STREET IMPROVEMENTS | | | | | |
| Engineer Design | | 25,428.00 | 25,428.00 | | |
| Bid Preparation | | 3,633.00 | 3,633.00 | | |
| Construction Administration | | 7,265.00 | 7,265.00 | | |
| Easements/Legal | | 25,000.00 | 25,000.00 | | |
| Geotechnical Testing | | 6,000.00 | 6,000.00 | | |
| Construction Inspection | | 8,383.00 | | 8,383.00 | G'ville Co In-Kind |
| Construction | | 279,430.00 | 279,430.00 | | |
| Moton Street Paving | | 48,120.00 | 48,120.00 | | |
| Subtotal | | 403,259.00 | 394,876.00 | 8,383.00 | |
| Total Project | | 1,577,429.00 | 1,377,276.00 | 200,153.00 | |

| | |
|-------------------|--------------------|
| \$ 63,700 | G'ville Co Cash |
| \$ 50,453 | G'ville Co In-Kind |
| \$ 86,000 | SVDC |
| <u>\$ 200,153</u> | |
| | |
| \$ 39,000 | FY2020 County |
| \$ 24,700 | FY2021 County |
| <u>\$ 63,700</u> | |

COUNTY OF GREENSVILLE
BUILDING AND PLANNING DEPARTMENT

TO: Honorable Board of Supervisors

FROM: Linwood E. Pope, Planning Director

RE: Street Light Request, Washington Park CDBG Project Phase V Project Area

DATE: October 29, 2019

The County is currently wrapping up the Washington Park CDBG Phase V Project. As a part of that project the County must install 4 street lights in the Phase V Project area. DHCD funds in the amount of \$10,000 have been allocated for the installation of the street lights. Presented below is a Project Area request made by County staff:

| REQUEST TYPE | LOCATION | POWER COMPANY | SERVICE/POLES | TYPE | # OF LIGHTS PROPOSED |
|--------------|----------------------------------|----------------|--|------|----------------------|
| Project Area | Anderson Street and Wyatt Street | Dominion Power | Overhead/existing poles(2), new pole (2) | LED | Four |

The Transportation Safety Commission's recommendation is to approve the installation of four street lights for the Phase V Project Area. This recommendation is based on the following conditions:

1. This request was generated due to a DHCD Community Development Project.
2. A meeting was held with a Dominion Power representative to determine the appropriate placement of street lights. It was determined that existing poles could be utilized for the installation of 2 street lights. New poles would have to be set for the installation of 2 street lights along the new interconnector road. The total cost for the installation of the 4 new street lights is \$5,685.88. There is an \$8.87ea. per month charge for each light.
3. The Virginia Department of Transportation (VDOT) has been informed of this request. VDOT has verbally commented that they have no concerns.

LEP,Jr/tp

Dominion Energy North Carolina
200 West Vepco Street, Roanoke Rapids, NC 27870
DominionEnergy.com



October 23, 2019

Greensville County
Planning
Attention: Linwood Pope Jr.
1781 Greensville County Cir
Emporia, VA 23847

Reference: Washington Park Lighting (Anderson St. and Wyatt St.)
City / County Billing Account #: 0170262505
Billing Contract #: 473340
Dominion Energy Virginia Work Request #: 10326757

Dear Mr. Pope,

The engineering to provide a design estimate to install 4 street lights for the above referenced project is now complete. The cost to Greensville County for this new installation will be \$5685.88 and is calculated as follows:

Install: (4) 7000 lumen, 150 Watt, LED cobra lights on wood poles

| | |
|--|------------|
| Cost of Construction | \$6631.80 |
| Less - New 4 Year Revenue Credit | \$1702.13 |
| Plus - Tax Effective Recovery Factor (TERF) @ 15.34% | \$ 756.21* |
| Total Cost | \$ 5685.88 |

*TERF: Only applies to capital portion of project estimate.

This cost includes work to:

Install 4 150 watt equivalent LED light on wood poles on Wyatt St. and Anderson St.

The monthly billing for this light will be in accordance with the existing VEPGA Agreement dated August 1, 2014.

This cost is valid for 90 days from the date of this letter. If within that time we have not received a Letter of Authorization, Dominion Energy Virginia will bill Greensville County for all engineering charges associated with the project. Furthermore, any subsequent design estimates for the above project will be subject to a revised charge. Upon receipt of the Letter of Authorization, we will proceed with ordering material and obtaining any required permits and/or easements.

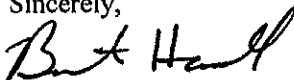
Once the above items have been completed, this job will be released to our construction department. If the necessary permits and/or easements cannot be obtained, this design estimate may have to be revised and resubmitted for authorization.

Dominion Energy Virginia has estimated this project based on an approved site plan and/or, onsite observations regarding conditions in and around the project site. Should conditions exist beyond levels included in this design estimate, (such as but not limited to, the need for rock excavation and/or blasting or the presence of hazardous materials, etc...) which substantially change the magnitude of the project, Dominion Energy Virginia reserves the right to halt construction and submit a revised design estimate.

The location of street lights on this project were provided by **Linwood Pope**. Dominion Energy Virginia will stake the location of these lights prior to installation. Greenville County or their representative is responsible for confirming the locations marked by the Company. If Greenville County requires the relocation of any lights subsequent to installation, they will be responsible for all expenses incurred by Dominion Energy Virginia to accomplish the relocation.

Enclosed is a copy of our construction drawing, 10326757, showing the proposed work. Should you have any questions regarding this design estimate, please contact me at (252) 308 - 1016.

Sincerely,

A handwritten signature in black ink, appearing to read "Brent Hamill", written in a cursive style.

Brent Hamill

Coordinator Electric Design

Dominion Energy North Carolina
200 West Vepco Street, Roanoke Rapids, NC 27870
DominionEnergy.com



October 23, 2019

*Greensville County
Attention: Linwood Pope
Planning Dept.
1781 Greensville County Circle
Emporia, VA 23847*

**RE: *Washington Park Lighting (Anderson St. & Wyatt St.)
Work Request # 10326757***

Dear Mr. Pope,

The estimated cost for the above work is \$ 5685.88. This cost estimate is valid for 120 days from the date of this letter. In the event the actual cost varies from this, final billing will be rendered upon completion of the work. If payment is not received by the invoice due date a late payment charge of 1.5% will apply.

If Greensville County desires Dominion Energy Virginia to proceed with the work, please have an authorized representative of Greensville County provide Authorization to Proceed by reviewing the attached construction plans, reading, completing and executing the following and returning this authorization within 120 days from October 23, 2019 in the enclosed self addressed envelope. Once we have received the Authorization below, and after any additional requirements have been satisfied, e.g. right of way agreements; we will begin procurement of the material and equipment, and the work scheduling necessary to accomplish this project.

AUTHORIZATION TO PROCEED

I understand the estimated cost of the requested work will be \$5685.88, and will be performed on an actual cost basis with final billing rendered upon completion of work. As an authorized representative of Greensville County, I hereby provide authorization for Dominion Energy Virginia to proceed with the work and confirm Greensville County agreement to reimburse Dominion Energy Virginia the total cost referenced above upon completion of the work. In the event the requested work is canceled, Greensville County agrees to reimburse Dominion Energy Virginia its costs incident to implementing this authorization.

Greenville County requests the bill for the non-service project work described above should be mailed to the following address for payment:

Entity Name: _____
Attention Name: _____
Purchase Order #: _____
Street Address/P.O. Box: _____
City, State; Zip: _____

I confirm with my signature below that the information contained and provided within this Authorization to Proceed is true and correct.

Signature: _____

Print Name: _____


Entity: _____

Title: _____

Date: _____

Should you have any further questions, please call me at **252-308-1016**.

Sincerely,



Coordinator Electric Design



**WASHINGTON PARK, PHASE V
PROJECT AREA**

CARVER ST

● = Proposed Street Lights

EASTER ST

E ANDERSON ST

ANDERSON ST

EASTER ST

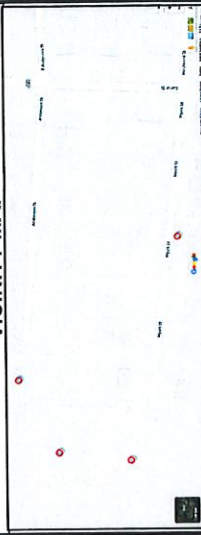
WYATT ST

HARWOOD ST

EASTER ST



VICINITY MAP



CONSTRUCTION NOTES

Directions: Take Dry Bread Rd. to Easter St. and make a left, continue to Anderson St. and make a right and first light will be installed on last primary pole on this street. Other lights will be along new section of road and on Wyatt St.

Construction Notes: Install 4 new lights in the Washington Park Neighborhood. 2 lights will be installed along a new road between Anderson St. and Wyatt St.

WL 1: Upgrade guying and install 150 watt equivalent cobra LED light on pole.

WL 2: Install 150 watt equivalent cobra LED on pole.

WL 3: Replace transformer, lower secondaries, and upgrade guying and install new 180' span of duplex to new 35 pole.

WL 4/5: Install 35' poles with 150 watt equivalent cobra LED lights.

PROJECT DATA

| | |
|-------------------------------|----------------------------|
| Sub Station: Emporia | City: 707 |
| Tax District: 43510 | Co. Grid #: L2208 |
| Easement #: N/A | Miss U #: 811 |
| Fault Current: N/A | Volt Drop: .3% |
| Est. Demand: N/A | Flaker: N/A |
| Project Manager: Brent Hamill | Device #: 61 707 F729/F730 |
| Phone #: 2523081016 | Scale: 1 inch = 61.7 feet |

VIRGINIA ELECTRIC AND POWER COMPANY
doing business as

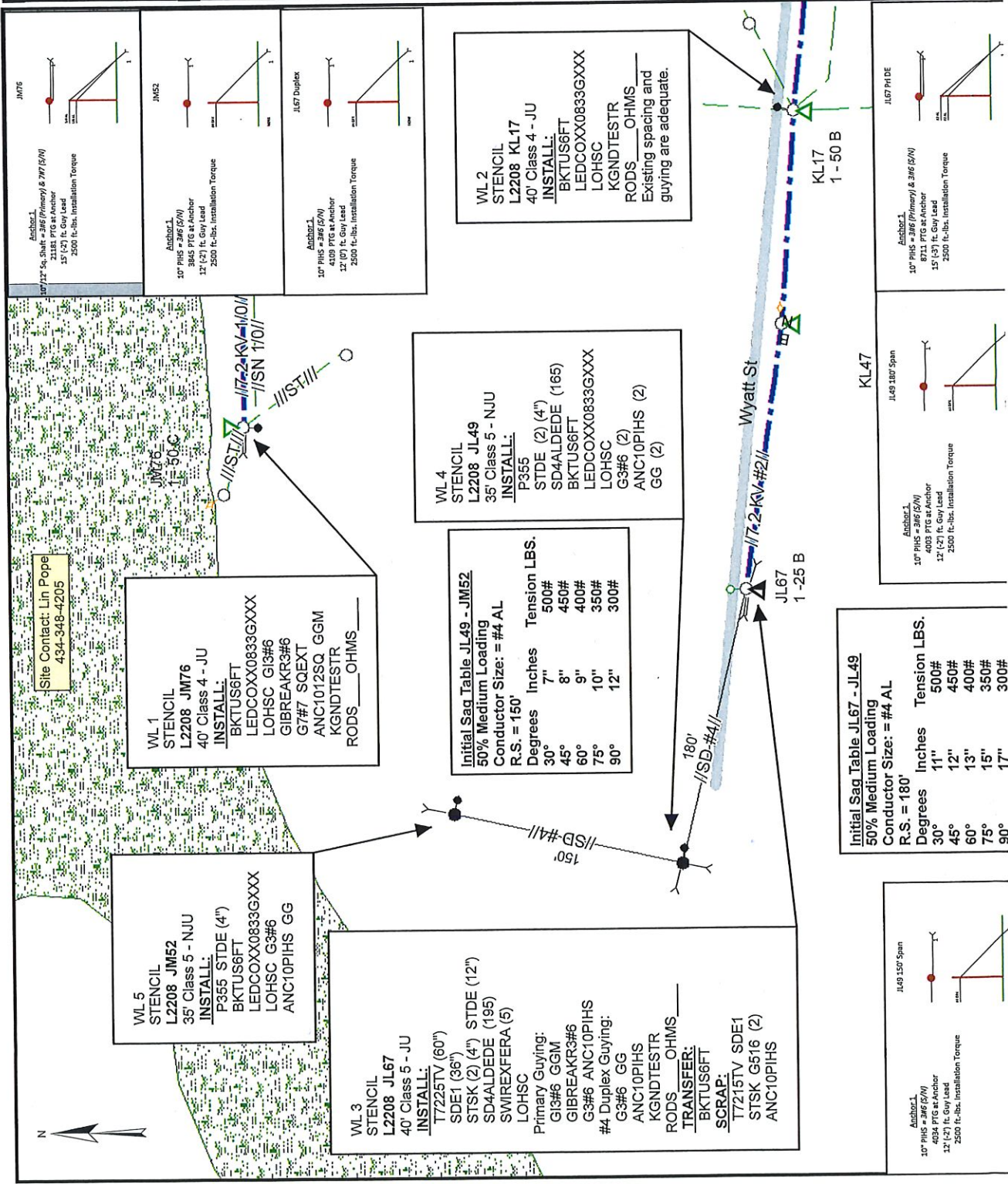
Dominion Energy Virginia
or

Dominion Energy North Carolina

WR Name: GREENSVILLE, COUNTY OF
INSTALL 4 LIGHTS IN THE WASHINGTON PARK NEIGHBORHOOD

Location: 0 ANDERSON ST EMPORIA VA

Drawn: 10/25/2013



COUNTY OF GREENSVILLE

BUILDING AND PLANNING DEPARTMENT

TO: The Honorable board of Supervisors

FROM: Linwood E. Pope, Planning Director

RE: Street Light Request, Quarter Moon Road

DATE: October 28, 2019

A request was made several residents along Quarter Moon Road to study the possibility of installing an additional street light at the dead end of Quarter Moon Road. This request concerns an area that is poorly lit and in which loitering and illegal dumping takes place. County staff has had to have the litter picked up at this location numerous times in the past. Presented below is a Road Condition request made by staff

| REQUEST TYPE | LOCATION | POWER COMPANY | SERVICE/POLES | TYPE | # OF LIGHTS PROPOSED |
|----------------------------------|-------------------------------|----------------------------------|-------------------------|--------------|----------------------|
| Project Area(Urban Service Area) | Dead end of Quarter Moon Road | Mecklenburg Electric cooperative | Overhead/existing poles | 160 Watt LED | One |

The Greenville County Transportation Safety Commission's recommendation is to approve the placement of one street light on an existing power pole at the dead end of Quarter Moon Road. This recommendation is based on the following conditions:

1. This request was generated by concerns regarding loitering and littering and street conditions.
2. A meeting was held with a Mecklenburg Electric Cooperative representative to determine the appropriate placement of street lights. It was determined that an existing pole could be utilized for the installation of the street light. The charge to install the light is \$0.00 with an \$18.00 per month charge.
3. The Virginia Department of Transportation (VDOT) has been informed of this request. VDOT has verbally commented that they have no concerns as existing poles will be utilized.

LEP,Jr/sdc



21-88F

Proposed street light

I-95

SUSSEX 301

SUSSEX 301

QUARTERMOON F133

21-78T

21-78S

21-78R

21-78V

21-78W

21-78W1

21-78U

21-78Q1

21-78Q

21-78N

21-78P

21-78D

21-78F

21-78G

21-78H

21-78X

21-78Y

21-78Z

21-78J

21-78E

21-78A

CRESCENT 616

21-77E

21-77B

21-77M

21-77N

21-77P

21-77G 21-77F

21-77O